

BOARD OF SELECTMEN

September 20, 2016

Needham Town Hall

Revised Agenda

Note: Agenda subject to revision, start times are approximate and agenda items may be discussed at earlier or later times.

1.	6:00	Executive Session Exception 3 & 6
	6:45	Informal Meeting with Citizens <i>One or more members of the Board of Selectmen will be available between 6:45 and 7:00 p.m. for informal discussion with citizens. While not required, citizens are encouraged to call the Selectmen's Office at (781) 455-7500 extension 204 in advance to arrange for an appointment. This enables the Board to better assure opportunities for participation and respond to citizen concerns.</i>
1.	7:00	Public Hearing: Verizon and Eversource Energy- 1015-1019 Central Avenue
2.	7:05	Commercial Single Stream Recycling Rates & RTS Update <ul style="list-style-type: none"> • David Davison, Assistant Town Manager/Director of Finance • Rick Merson, Director of Public Works • Greg Smith, RTS Superintendent
3.	7:25	Town Manager <ul style="list-style-type: none"> • Positions on Warrant Articles
4.	7:30	DPW Feasibility Study Public Hearing <ul style="list-style-type: none"> • Jeff Alberti, Weston & Sampson • Steve Popper, Director of Design & Construction
5.	8:30	Representative Update <ul style="list-style-type: none"> • Representative Denise Garlick
6.	9:00	Board Discussion <ul style="list-style-type: none"> • Committee Reports
7.	9:15	Executive Session Exception 3 & 6

APPOINTMENTS

	none	
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CONSENT AGENDA *=Backup attached

1.	Accept a \$1,500 donation made to the Needham Health Department's Substance Abuse Prevention & Education Program from the Needham High School PTC.
2.*	Water & Sewer Abatement Order #1223
3.*	Approve Minutes of September 6, 2016.
4.	Grant permission for the Needham Business Association to use the Town Common and surrounding area for its Harvest Fair and Souper Bowl on Saturday, October 1, 2016. Permission includes: Set up Booths on the Town Common; use of the parking lot behind Town Hall for kids activities and portable toilets (to be delivered and picked up on the same day); close Chapel Street

from the corner of Great Plain Ave. to the Chapel Street parking lot for Souper Bowl Tent, the food court and The Red Sox Showcase; they may set up approximately 10 merchant booths on Garrity Way due to closure of the sidewalk on Great Plain Avenue. The Town will install a temporary walkway around the area adjacent to the common on the Great Plain Ave side if ongoing construction blocks traffic; erect a tent to host the soup tasting contest on Chapel Street; use the Town's generator to supply the electricity for the Souper Bowl and Food Court; use the outlets on the town common (in the dog house and next to the Blue Tree to power booths in that area); DJ in front of Town Hall on Garrity Way; free parking for meters downtown; NBA member businesses may have items for sale on sidewalk in front of their own stores Hayride that will run from Highland Avenue by the Town Common, will loop around the town, and return to the Town Common.; and any changes as recommended by the Needham Police Department.

5. Grant permission for the following residents to hold block parties:

Name	Address	Party Location	Party Date	Party Rain Date	Party Time
Ratify - Carol Kallus	54 Fuller Brook Avenue	Howe Avenue	9/17/16	9/18/16	4pm-10pm
Ratify - Seth Bauer	59 Ridgeway Ave	Ridgeway and Newbury Park intersection	9/18/16	N/A	3pm-6pm
Ratify - Jill Oetheimer	75 Coolidge Ave	Mid block of Coolidge Ave	9/18/16	10/3/16	4:30pm-7:30pm
James Rochford	74 Rolling Lane	Rolling Lane	9/24/16	10/1/16	3pm-7pm
Kristen Young	130 Hoover Road	Hoover Road between Webster and Maning	9/24/16	9/25/16	4pm-8pm
Kelly Allen	103 Sylvan Road	Harding Road	9/25/16	N/A	2pm-6pm
Amy Hurley	154 South Street	Green St & Needhamdale	9/25/16	10/2/16	3:30pm-8pm
Kristen Mazzocchi	67 Woodlawn Ave	On Woodlawn from middle to end by Powers	10/1/16	10/15/16	3pm-6:30pm
Lori Whyte Fernandez	19 Bradford Street	Cleveland & Bradford Street Corner	10/16/16	N/A	4pm-7pm
Kevin Keane	88 Lexington Ave	Burnside Ave, between Lexington and Concord Ave	10/28/16	10/29/16	7pm-10pm
Seema Pandya	43 Valley Road	7 Intervale Driveway	10/29/16	10/30/16	12pm-6pm
Chrissy McCourt	181 Richdale Road	80 Richdale Rd	10/30/16	N/A	3pm-7pm



**Board of Selectmen
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 9/20/2016

Agenda Item	Public Hearing- Verizon and Eversource Energy: 1015-1019 Central Avenue
Presenter(s)	Elizabeth Kelly, Verizon Representative

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED
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Verizon and Eversource Energy requests permission to relocate existing joint owned pole #128 approximately 42 feet easterly and place one new jointly owned pole at 1015-1019 Central Avenue, Needham. This pole relocation is requested by the owner to allow access to a new roadway and to continue the existing services to the area as shown on the attached plan.

The Department of Public Works has approved this petition, based on Verizon and Eversource Energy's commitment to adhere to the Town's regulation that if applicable, **all conduit installed must be 3" schedule 40 minimum; and, that when buried, the conduit must be placed at 24" below grade to the top of the conduit.**

2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
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Suggested Motion:

Move that the Board of Selectmen approve and sign a petition from Verizon and Eversource Energy to relocate existing joint owned pole #128 approximately 42 feet easterly and place one new jointly owned pole at 1015-1019 Central Avenue, Needham. This pole relocation is requested by the owner to allow access to a new roadway and to continue the existing services to the area as shown on the attached plan.

3.	BACK UP INFORMATION ATTACHED	YES	NO
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(Describe backup below)

- a. Letter of Application
- b. Petition
- c. Order
- d. Petition Plan
- e. Notice Sent to Abutters
- f. List of Abutters



RECEIVED
TOWN OF NEEDHAM
BOARD OF SELECTMEN

2016 AUG 29 P 2:05

Town of Needham
Board of Selectmen
1471 Highland Avenue
Needham, MA 02492

August 26, 2016

1015-1019 Central Ave.

Dear Chairman,

Verizon New England Inc. and Eversource Energy dba NSTAR Company petitions for the authority to relocate existing joint owned pole #128 approximately 42 feet +/- easterly and place one new jointly owned pole at 1015-1019 Central Avenue, Needham. The work is requested by the owner to allow access to a new roadway and to continue the existing services to the area and as shown on Verizon Petition Plan NO. 4AOGITL dated July 20, 2016 which is attached.

Very truly yours,

Elizabeth A. Kelly, Agent for Verizon

Precision Valley Communications LLC of Vermont

144A Rangeway Road

N. Billerica, MA 01862

978-697-3227

OK TO
proceed
9/9/16
OK R. P. Merson
DPR Director
9/9/16
Mudert
DPR/ENR

PETITION FOR JOINT POLE RELOCATION

July 29, 2016

To the Board of Selectmen
of Needham, Massachusetts

VERIZON NEW ENGLAND INC. and EVERSOURCE ENERGY dba NSTAR COMPANY
request permission to locate pole(s), wires, cables and fixtures, including anchors, guys and other
such necessary sustaining and protecting fixtures, along and across the following public way:

Central Avenue

One (1) JO Pole

The petition proposes to relocate and install one 40' class 2 joint owned
(ELCO/TELCO) utility pole #128 on the northeasterly side of Central Avenue
approximately 42' easterly to allow proposed new road at 1015 Central Avenue.
Existing pole to be removed. (See attached plan.)

Wherefore they ask that they be granted a joint relocation for and permission to erect and maintain
pole(s), wires and cables, together with anchors, guys and other such sustaining and protecting fixtures as
they may find necessary, said pole(s) to be erected substantially in accordance with the plan filed herewith
marked-VERIZON No. 4A0GITL dated July 20/2016.

Also for permission to lay and maintain underground laterals, conduits, cables and wires in the
above or intersecting public ways for the purpose of making connections with such pole(s), conduits and
buildings as each of said petitioners may desire for distributing purposes. *ok per Elizabeth Kelly 8/31/16*

Your petitioners agree to reserve space for one crossarm at a suitable point on each of said pole(s)
for the fire and police telephone and telegraph signal wires belonging to the municipality and used by it
exclusively for municipal purposes.

VERIZON NEW ENGLAND INC.
By Elizabeth H. Kelly
Manager Rights of Way
Dated this 24th day of August, 2016.

EVERSOURCE ENERGY DBA NSTAR COMPANY
By Steven M. Owens
Supervisor
Dated this 10th day of August, 2016.
Steven M. Owens

ORDER FOR JOINT POLE RELOCATION

Board of Selectmen of the Town of Needham, Massachusetts

ORDERED: That the VERIZON NEW ENGLAND INC. and EVERSOURCE ENERGY dba NSTAR COMPANY be hereby granted a joint relocation for and permission to erect and maintain poles and their respective wires and cables to be placed thereon, together with anchors, guys and other such sustaining and protecting fixtures as said Companies may deem necessary, in the public way or ways hereinafter referred to, as requested in petition of said Companies **dated the 29th day of July, 2016.**

All construction under this order shall be in accordance with the following conditions:

Poles shall be of sound timber, and reasonably straight, and shall be set substantially at the points indicated upon the plan marked-**Verizon No. 4A0GITL dated 7/20/2016** - filed with said petition. There may be attached to said poles by said VERIZON NEW ENGLAND INC. not to exceed 40 wires and 4 cables and by said EVERSOURCE ENERGY dba NSTAR COMPANY not to exceed the necessary wires, cables and fixtures and all of said wires and cables shall be placed at a height of not less than 18 feet from the ground at highway crossings, and not less than 16 feet elsewhere.

The following are the public ways or parts of ways along which the poles above referred to may be erected and the number of poles which may be erected thereon under this order:

CENTRAL AVENUE

One (1) Pole

The petition proposes to relocate one (1) pole; Pole #128 on the northeasterly side of Central Avenue, approximately 42 feet easterly from its current location to allow proposed new road at 1015 Central Avenue. Existing pole to be removed.

I hereby certify that the foregoing order was adopted at a meeting of the Board of Selectmen of the Town of **Needham**, Massachusetts, held on the _____ day of _____ 2016.

Clerk of Board of Selectmen

We hereby certify that on _____, 2016, at _____ o'clock __ M. at _____ a public hearing was held on the petition of the VERIZON NEW ENGLAND INC. and EVERSOURCE ENERGY dba NSTAR COMPANY for permission to relocate, erect and maintain poles, wires, cables, fixtures and

connections described in the order herewith recorded, and that we mailed at least seven days before said hearing a written notice of the time and place of said hearing to each of the owners of real estate (as determined by the last preceding assessment for the taxation) along the ways or parts of ways upon which the companies is permitted to erect poles, wires, cables, fixtures and connections under said order. And that thereupon said order was duly adopted.

Board of Selectmen

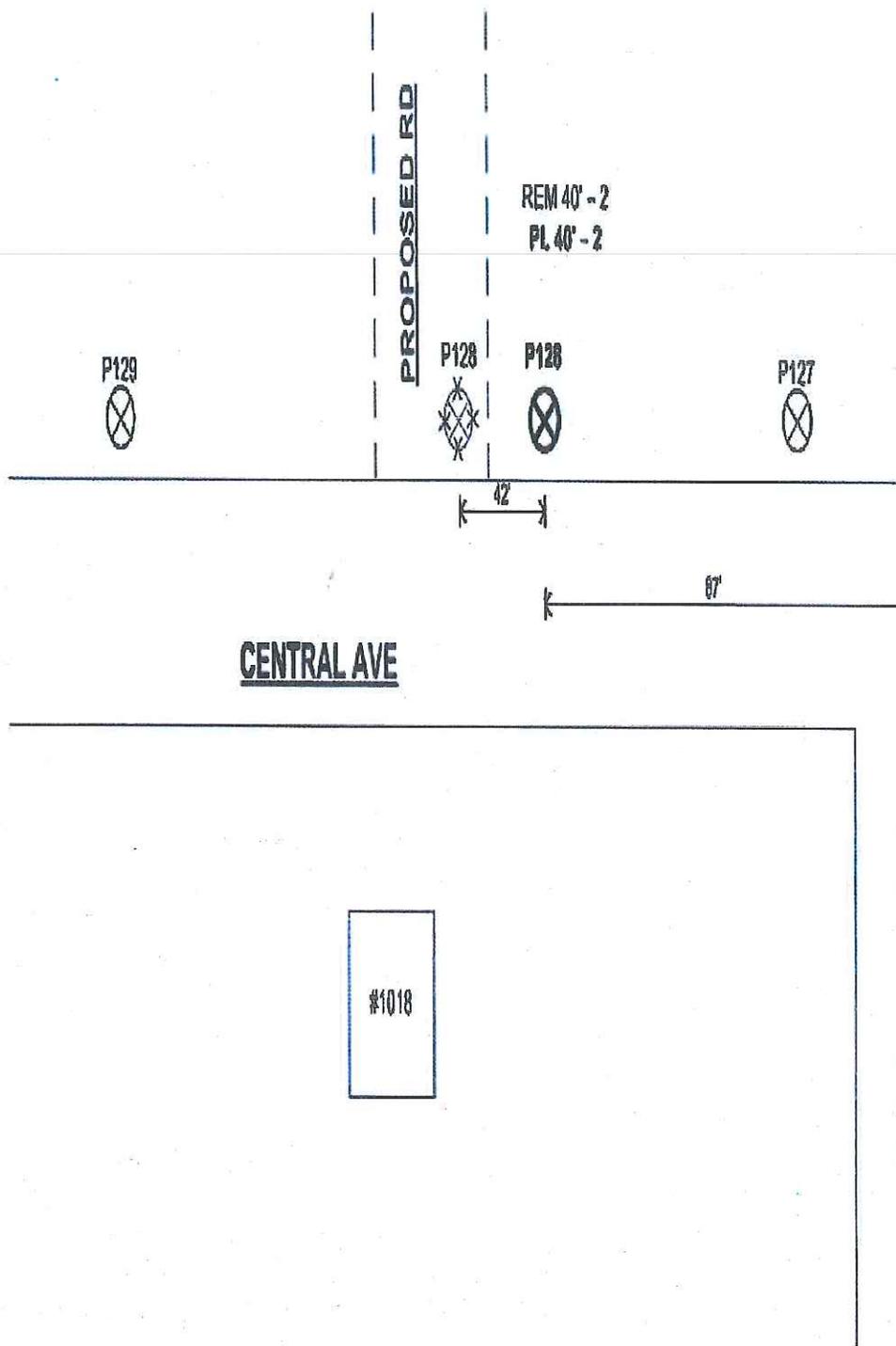
CERTIFICATE

I hereby certify that the foregoing is a true copy of a joint relocation order adopted by the Board of Selectmen of the Town of Needham, Massachusetts, on the _____ day of _____ 2016, and recorded with the records of location orders of said Town, Book _____ Page _____.

This certified copy is made under the provisions of Chapter 166 of General Laws and any additions thereto or amendments thereof.

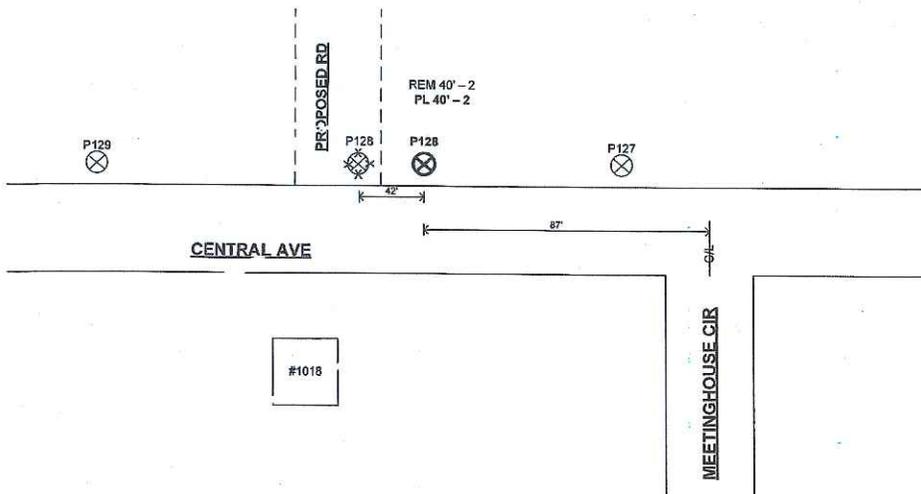
Attest:

Town Clerk





LICENSE PLAN		
MUNICIPALITY	<u>Needham</u>	JOB # <u>4A0G1TL</u>
	<u>VERIZON NEW ENGLAND, INC</u>	DATE: <u>July 20, 2016</u>
SHOWING	<u>Pole relocation due to new development</u>	





NOTICE

To the Record

You are hereby notified that a public hearing will be held at the **Needham Town Hall, 1471 Highland Avenue, at 7:00 p.m. on September 20, 2016** upon petition of Verizon New England Inc. and NSTAR Electric Company d/b/a Eversource Energy dated **July 29, 2016** to relocate existing joint owned pole #128 approximately 42 feet easterly and place one new jointly owned pole at 1015-1019 Central Avenue, Needham. This pole relocation is requested by the owner to allow access to a new roadway and to continue the existing services to the area as shown on the attached plan. A public hearing is required and abutters should be notified.

If you have any questions regarding this petition, please contact Elizabeth Kelly, Agent for Verizon at 978-697-3227.

Matthew D. Borrelli
Marianne B. Cooley
Daniel P. Matthews
John A. Bulian
Maurice P. Handel

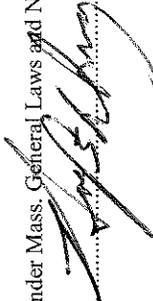
BOARD OF SELECTMEN

Dated: September 12, 2016

1015 CENTRAL AVE

<u>PARCEL ID</u>	<u>St No.</u>	<u>Street</u>	<u>Owner Names</u>	<u>Mailing Address</u>		
				<u>Owner Address</u>	<u>OWNER CITY</u>	<u>State</u>
199/120.0-0019-0000.0	1025	CENTRAL AVE	DIMAN, MARGARET C.	1025 CENTRAL AVE	NEEDHAM	MA
199/120.0-0020-0000.0	1019	CENTRAL AVE	DIROCCO, DENISE C.	1019 CENTRAL AVENUE	NEEDHAM	MA
199/120.0-0021-0000.0	1015	CENTRAL AVE	VEGA, HELEN M. C/O RRNIR LLC	20 BEAUFORT ST	NEEDHAM	MA
199/120.0-0022-0000.0	1001	CENTRAL AVE	RRNIR LLC.	20 BEAUFORT AVE	NEEDHAM	MA
199/127.0-0012-0000.0	7	MEETINGHOUSE CIR	PAVASARIS, WALTER M. + PAVASARIS, BEVERLY A.	7 MEETINGHOUSE CIR	NEEDHAM	MA
199/127.0-0013-0000.0	1018	CENTRAL AVE	DANAHY, MARTIN JR + JOAN C/O DORE, LAUREN E. & ALBERT C.	1018 CENTRAL AVE	NEEDHAM	MA
199/127.0-0014-0000.0	1028	CENTRAL AVE	MACCAGNONO, RICHARD R.	208 HAYDEN ROW ST	HOPKINTON	MA
199/309.0-0011-0000.0	46	BURRILL LN	BABSON COLLEGE	231 FOREST ST	BABSON PARK	MA

Certified as list of parties in interest under Mass. General Laws and Needham Zoning By-Law, to the Best of our knowledge
 For the Needham Board of Assessors





**Board of Selectmen
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 09/20/2016

Agenda Item	Commercial Single Stream Recycling Rates & RTS Update
Presenter(s)	David Davison, Assistant Town Manager/Director of Finance Rick Merson, Director of Public Works Gregory Smith, Superintendent of Solid Waste and Recycling Solid Waste Disposal & Recycling Advisory Committee

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
<p>The Board approved changes to some of the RTS rates which became effective November 1, 2015. The Board voted amendments to the box/spring mattress disposal rate and the small pay-to-throw bag rate at its January 26, 2016 meeting. The Board will be asked to approve a new fee for single stream recycling brought to the RTS by commercial haulers.</p> <p>The Board will also hear an update on the RTS operations by the Director and the Superintendent of Solid Waste and Recycling.</p>			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	[NO]
<p><i>Suggested Motion:</i> That the Board approved a Commercial Single Stream Recycling fee of \$45 per ton to become effective _____.</p>			
3.	BACK UP INFORMATION ATTACHED	[YES]	NO
<p>a. Memo to the Board of Selectmen dated September 16, 2016.</p>			

Memorandum

To: Board of Selectmen

From: David Davison, Assistant Town Manager/Director of Finance
Gregory Smith, Superintendent of Solid Waste and Recycling

CC: Kate Fitzpatrick, Town Manager; Rick Merson, Director of Public Works;;
Evelyn Poness, Treasurer and Tax Collector

Date: September 16, 2016

Re: Commercial Single Stream Recycling Fee

We are coming before the Board to request the adoption of a \$45.00 per ton fee for single stream recycling which is brought to the RTS by commercial operators. As the Board is aware, the market for raw recycling has changed and the Town is now paying more for the removal of some of the materials, and is now paying for the removal of other materials that at one time generated revenue for the RTS. This fee proposal is an incremental approach to funding the increased costs for the Town. The fee proposal was presented and discussed with the Solid Waste Disposal and Recycling Advisory Committee at the August 23, 2016 meeting. The Committee voted to recommend the adoption of the fee.

The Town's Superintendent of Solid Waste and Recycling, Greg Smith researched what other area communities are doing as a consequence of the changes in the marketplace and has provided a background on single stream recycling and how this recommendation has come forth.

Background

The Town of Needham presently allows commercial waste and recycling companies that are licensed by the Health Department and have a sticker from the Treasurer's office to operate within the town and tip their recyclables at no cost at the RTS.

Tipping at no cost was not an issue when the recycling markets were strong and the Town, per its recycling contract with EL Harvey of Westborough, was being paid for the recyclables that it sent to Harvey's Materials Recycling Facility. However, over the last two years, the recycling markets have gone soft due to many factors. These factors (principally a slowdown in China's economy and a glut of recyclable glass domestically) have decreased the value of most recyclable commodities.

The cost to dispose of one ton of single stream recycling (comprised of glass, plastics, steel/tin containers, mixed paper and cardboard) have risen dramatically over the last two years. In 2011, the Town was being paid \$90 per ton for single stream recyclables (86 tons of single stream were sent to EL Harvey between June and December, 2011). By March 2014 revenue to the Town had decreased to \$50 per ton, and further

decreased to \$35 per ton by April 2014 (during 2014, the town sent 261 tons of single stream recyclables to EL Harvey). By July 2014, revenue had decreased to \$0 per ton for single stream recycling. In July 2015, the cost for single stream recycling was \$10 per ton that the Town paid EL Harvey. Between July 2015 and June 2016, the Town had delivered 242 tons of single stream recycling to EL Harvey. As of July 2016, the Town is paying EL Harvey (per our contract, which expires September 30, 2016) \$55 per ton for the disposal of single stream recycling. Given the vagaries of the present recycling market, it is not likely that this cost will decrease significantly in the near future. And, as described, the tonnages of single stream tipped at the Needham transfer facility have increased since 2011, yet are likely to stabilize at current annual fiscal year tonnages (approximately 250 tons).

In FY2016, there were 252 tons of single stream recyclables were delivered to EL Harvey. Of that amount, 115 tons were collected from Needham schools and municipal buildings. The remainder was commercial single stream recyclables brought to and tipped at the RTS by private haulers.

The Town of Wellesley currently has a \$45 per ton tip fee for commercial single stream recycling. We are not aware of any other communities in the area that have begun assessing a fee for commercial single stream recyclables, and most area municipal transfer stations do not allow commercial haulers to tip at their facilities. Given that Wellesley has had a commercial single stream tip fee in place for more than six months, we believe it is prudent to assess a comparable fee to help offset the revenue loss associated with commercial haulers tipping single stream recyclables at the RTS.

It is important to note that commercial haulers drop off other commodities at the RTS, including mixed paper and cardboard. However, at the present time, these two commodities are revenue generators for the Town. According to RISI/Pulp and Paper Industry Intelligence, the immediate outlook for mixed paper and cardboard is good, which should foretell of continuing domestic and international demand for these commodities and relatively strong prices per ton for them. The outlook for single stream recycling is not as optimistic. While there are no clear indicators of where this segment of the recycling market will go, among experts in the recycling industry it is felt that there will not be a significant price change in the value of single stream. As such, the proposed commercial single stream recycling fee of \$45 per ton should be viewed as a financial necessity given the present and future state of the recycling market.

We will be at your meeting on Tuesday to discuss the change. Please do not hesitate to contact me if you have any questions prior to the meeting.



**Board of Selectmen
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 9/20/2016

Agenda Item	Positions on Warrant Articles
Presenter(s)	Kate Fitzpatrick, Town Manager

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
<p>The Board will review articles contained in the October 5, 2016 Special Town Meeting Warrant.</p>			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
<p><i>Suggested Motion:</i></p> <p>That the Board vote to support (not to support) article _____ in the October 5, 2016 Special Town Meeting Warrant.</p>			
3.	BACK UP INFORMATION ATTACHED	YES	NO
<p>a. Status of Articles (9.15.2016) b. Special Town Meeting Warrant</p>			

October 5, 2016 Special Town Meeting Status of Articles

<u>Article</u>	<u>Title</u>	<u>Status</u>	<u>BOS Rec.</u>	<u>FC Rec.</u>	<u>BOS Member</u>	<u>FC Member</u>
1	Collective Bargaining - Fire			Rec at TM	Dan	Rick L.
2	Appropriate for Hillside School Construction		Adopt	Adopt	Marianne	Dick
3	Appropriate for Hillside School Outside Play Areas		Adopt	Adopt	Marianne	Tom
4	Amend Zoning By-law Height Limitation Exception			Adopt	Moe	Carol
5	Amend Zoning By-law Definition of Basement			No position	Moe	[Barry]
6	Amend the FY2017 Operating Budget			Adopt	Matt	Rick Z.
7	Amend the FY2017 RTS Enterprise Fund Budget		Adopt	Adopt	Matt	Barry
8	Appropriate for NPDES MS4 Permit		Adopt	Adopt	Matt	Louise
9	Appropriate for Eliot School Traffic Safety Improvements		Adopt	Adopt	Marianne	John
10	Acceptance of Easement- 1001 - 1015 Central Ave.		Adopt	Adopt	Dan	Ken
11	Grant of Easement - Greendale Avenue		Adopt	Adopt	Dan	Tom
12	Amend General By-law - Notification		Adopt	Adopt	John	Rick L.
13	Citizen's Petition - Amend Zoning By-law		Refer to Planning Board/Oppose	Rec at TM	John	Carol

TOWN OF NEEDHAM



SPECIAL TOWN MEETING WARRANT

WEDNESDAY, October 5, 2016

7:30 P.M.

JAMES HUGH POWERS HALL, NEEDHAM TOWN HALL

1471 HIGHLAND AVENUE

Additional information on particular warrant articles will be made available from time to time at www.needhamma.gov/townmeeting during the weeks leading up to the Special Town Meeting.

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the constables in the Town of Needham in said County, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Needham qualified to vote in elections and in Town affairs to meet at the Town Hall:

WEDNESDAY, THE FIFTH DAY OF OCTOBER, 2016

At 7:30 in the afternoon, then and there to act upon the following articles, viz:

HUMAN RESOURCE ARTICLES

ARTICLE 1: APPROVE COLLECTIVE BARGAINING AGREEMENT – NEEDHAM FIRE UNION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Fire Union and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2017; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation at Town Meeting
PERSONNEL BOARD RECOMMENDS THAT: Recommendation at Town Meeting

Article Information: At the time of the printing of the warrant, the parties had not reached agreement on this contract.

HILLSIDE SCHOOL ARTICLES

ARTICLE 2: APPROPRIATE FOR HILLSIDE SCHOOL CONSTRUCTION

To see if the Town will vote to raise and/or transfer and appropriate the sum of \$57,542,500, for architectural design, engineering, and construction of the Hillside School to be located at or about 585 Central Avenue and shown as Lot 3 on the Needham Assessor’s Map, numbered 310 and Lots 5,6,7,9,10, 11 and 27 on the Needham Assessor’s Map 108, including the payment of costs incidental or related thereto (the “Project”); which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years, and

for which the Town may be eligible for a school construction grant from the Massachusetts School Building Authority (“MSBA”), said sum to be expended under the direction of the Town Manager and Permanent Public Building Committee. To meet said appropriation the Treasurer with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44, M.G.L. Chapter 70B, or any other enabling authority. The Town acknowledges that the MSBA’s grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town; provided further that any grant that the Town may receive from the MSBA for the Project shall not exceed the lesser of (1) thirty four point seventy two percent (34.72%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the Town and the MSBA; and further that this is an emergency measure necessary for the immediate preservation of the safety and convenience of the Town, and therefore final vote of the Town Meeting passing this measure shall be immediately operative; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The purpose of this article is to seek funding for the construction of the new Hillside Elementary School. The total budget for the Hillside School project is \$66,000,000, of which \$8,457,500 has already been appropriated by Town Meeting for feasibility design (\$695,000) and land acquisition (\$7,762,500). The balance remaining, \$57,542,500, is the amount needed to complete construction of the school. This amount must be appropriated in order for the project to move forward in the Massachusetts School Building Authority's (MSBA) school building process.

The method of funding for this project will be a Proposition 2½ Debt Exclusion Override, scheduled for November 8, 2016. As such, final approval of this project is contingent both upon successful Special Town Meeting appropriation and voter approval of the debt exclusion ballot question.

Although the appropriation needed for construction is \$57,542,500, the MSBA will share in the total cost of this project. The MSBA Board of Directors has approved an estimated maximum total facilities grant of between \$13,066,791 and \$14,014,874 for the school. The final amount that Needham receives will be based on a review and audit of the final project costs and may be an amount less than \$13,066,791. The maximum total facilities grant is based on an anticipated MSBA reimbursement rate of 34.72%, which is applied only to eligible project costs.

Residential tax bills will increase only by the Town’s share of the actual cost of the project. The Town will not borrow the full amount unless it is necessary.

Although the scheduled opening date of the new school is September, 2020, the Permanent Public Building Committee (PPBC) is currently considering an accelerated schedule, which would allow the building to open one year earlier than planned – in September 2019 – in an

effort to save on cost escalation factors for construction. The anticipated savings are in the \$1.25 to \$1.5 million range. The PPBC will have a clearer understanding of the schedule and potential savings as the design development process gets underway this fall. If the accelerated schedule becomes a reality and the project budget is reduced, the amount borrowed and ultimately spent will be reduced accordingly.

An Emergency Preamble is requested as part of this warrant article, to permit use of the funds immediately following final Town Meeting vote. The purpose of the preamble is to allow development of the project design on the aforementioned accelerated schedule, which could lead to significant potential budget savings.

ARTICLE 3: **APPROPRIATE FOR HILLSIDE SCHOOL OUTSIDE PLAY AREAS**

To see if the Town will vote to raise, borrow and/or transfer and appropriate the sum of \$250,000 for architectural design, engineering, and construction costs associated with outside play areas and fields at the new Hillside School to be located at or about 585 Central Avenue, including lands under license, to be expended under the direction of the Town Manager and Permanent Public Building Committee, said sum to be transferred from Article 1 of the November 4, 2013 Special Town Meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This article would fund the design and construction of a playing field and adjacent walkways at the new school. The field and walkway project is intended to be a completely separate, but parallel project that would be timed with the design of the building project. The proposed playing field will be approximately 25 yards by 35 yards, which is larger than U6 and U8 regulation soccer fields, but slightly smaller than a U10 youth soccer field.

This project is being kept separate from the school building project at the request of the MSBA, because a portion of these improvements will be constructed on land that is located within the Town of Needham, but owned by the Town of Wellesley. The Town of Wellesley owns a parcel of approximately 80 acres that abuts the new school consisting primarily of wetlands that surround the Rosemary Brook and act as a buffer to Wellesley's water supply. Wellesley has agreed to license a portion of this land to the Town of Needham for the purpose of making these recreational improvements.

An additional project to extend the walkways and construct nature trails around the upland knoll behind the school (also located within the licensed land) will be included in the FY2018 – FY2022 Capital Improvement Plan.

ZONING ARTICLES

ARTICLE 4: AMEND ZONING BY-LAW – HEIGHT LIMITATION EXCEPTIONS

To see if the Town will vote to amend the Needham Zoning By-Law, Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.2, Height Limitation Exceptions, by revising the first paragraph, so that it shall now read as follows (new language underlined):

“4.2.2 Height Limitation Exception

The maximum height regulation in Section 4.2.1 shall not apply to schools and municipal buildings which may contain three (3) stories or may be as high as forty-five (45) feet. In the case of schools and other municipal buildings, structures erected on a building and not used for human occupancy, such as chimneys, heating-ventilating or air-conditioning equipment, solar panels, mechanical equipment, mechanical flues or exhausts, elevator housings or equipment, generators, roof access, stairway enclosures, skylights, and the like may exceed the maximum building height provided that no part of such structure or equipment shall project more than 15 feet above the maximum allowable building height and the total horizontal coverage of all of such structures or projections on the building does not exceed thirty-three percent (33%) of the total roof area of the building. Notwithstanding the above height limitations, cornices and parapets may exceed the maximum building height provided they do not extend more than 5 feet above the highest point of the roof. Further provided, subject to the 15-foot maximum height limitation cited above, solar panels shall also be allowed on rooftops of schools and other municipal buildings with no limitation on the roof area coverage provided such panels are set back from the edge of the roof a distance at least equal to the height of the panel.

Notwithstanding the foregoing paragraph, a municipal building or structure located on a lot in excess of twenty (20) acres created by deed or plan, endorsed or recorded before September 1, 2012, may be as high as fifty (50) feet, provided the building or structure contains no more than one story, is used primarily for storage purposes and is located at least two hundred (200) feet from all property lines. Any municipal building which ceases to be a municipal building, because of a change of use or ownership, may continue to be used, maintained and reconstructed so as to contain up to the number of stories and the height which existed at the time of the change to non-municipal use or ownership. Notwithstanding the above, nothing contained herein shall in any way limit the rights conferred under footnote (h) of Section 4.2.1 Table of Regulations.”

Or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Explanation: This article would increase the height limitation for schools and other municipal buildings from the existing 40 feet to 45 feet. The Town has limited land resources and often requirements for certain types of necessary programming within schools and for other

municipal functions mandate greater flexibility in building height. This has been found to be the case with respect to the proposed new Hillside School on the Owen's Farm site on Central Avenue and with respect to the Police/Fire station on Chestnut Street. Like other institutional uses, municipal and school uses also often require that equipment and other non-habitable structures be placed on the roof to support HVAC, plant, and other mechanical functions. The amendment authorizing the allowance of these types of structures tracks those used in the Institutional and commercial zones. The amendment limits the height of these structures to fifteen feet and their coverage to 33% of the total roof area. (It should also be noted that the Planning Board, under site plan review authority, may also require them to be setback from the building edge to minimize their visibility.) The allowance of cornices and parapets 5 feet above the maximum building height also serves to limit the visibility of such structures. Finally, to assure continued progress in energy conservation in municipal buildings and schools, this article also allows for solar panels to be installed without limitation on coverage on roof tops provided they are set back a distance at least equal to the height of the panel.

ARTICLE 5: AMEND ZONING BY-LAW – DEFINITION OF BASEMENT

To see if the Town will vote to amend the Needham Zoning By-Law, Section 1.3 Definitions, by replacing the existing definition of the term “Basement”, so that the entire definition shall now read as follows:

“Basement – That portion of a building that is partly or completely below grade. A minimum of 50% of the area of the basement walls must be below grade to be considered a basement. Only one basement level may be partly below grade; additional basement levels must be completely below grade. Notwithstanding the above, a walkout basement shall be limited to a maximum height of 10 feet with said height measured from the plane of the finished basement floor to the plane of the underside of the first floor joists directly above. For purposes of this definition, area shall be computed by taking the exterior perimeter of basement walls, whether or not exposed, multiplied by the height of all walls, whether or not exposed.”

Or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Article Explanation: Presently under the By-Law, where a structure is on a sloping site, multiple stacked basements all having 100 percent above-grade exposure along at least one exterior wall are permitted under the Basement definition and the measurement of average height. This article would amend the Basement definition so as to permit only one basement level to be placed partly below grade; additional sub-basement levels would be permitted but only if such additional sub-basement levels are placed completely below grade. Furthermore, walkout basements would be limited to a maximum height of 10 feet with said height measured from the plane of the finished basement floor to the plane of the underside of the first floor joists directly above. The article is designed to correct an unforeseen By-Law outcome which permitted a residential structure containing two and one half stories to be built atop a multi-level basement

where both basement levels were placed 100 percent above grade at the elevation on the downhill side. The amendment clarifies the definition of the term "basement" so as to secure the desired and anticipated story limit as well as to provide a limit on overall building height along the walkout basement elevation.

FINANCIAL ARTICLES

ARTICLE 6: AMEND THE FY2017 OPERATING BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2017 Operating Budget adopted under Article 12 of the 2016 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
3	Group Health Insurance, Employee Benefits, Assessments & Administrative Costs	\$13,197,691	\$13,220,510
4	Needham Electric, Light & Gas Program	\$3,414,290	\$3,462,195
9	Reserve Fund	\$1,541,875	\$1,454,376
20	Minuteman Assessment	\$762,686	\$766,061
23B	Public Works Expenses	\$1,542,389	1,662,389
25A	HHS Salaries & Wages	\$1,235,205	\$1,296,510

Or take any other action relative thereto.

INSERTED BY: Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: Line item changes are proposed to correct the amount needed to be appropriated for the FY2017 Minuteman School Assessment, to fund an unanticipated project, to implement a deferred service improvement in the Health Department, and to recognize the final methodology for payments related to the solar array. The approved fiscal year 2017 budget included a Minuteman Assessment of \$762,686 rather than the required assessment of \$766,061 through a transcription error. The increase in the appropriation is \$3,375. This past summer, the Town was notified that an old fence along the High School property line behind the tennis courts was constructed on private property. The plan to remove the fence and to install a concrete wall to stabilize the slope between Town property and the residential properties on Webster Street is estimated at \$120,000. As noted in the Finance Committee's letter to Town Meeting in the 2016 Annual Town Meeting Warrant, evaluation of the creation of a new Environmental Health Agent position and associated employee benefits costs has continued along with a review of the organizational structure of the department. The evaluation and

review are complete and the position has been proposed for funding in the amount of \$61,305 in the Health and Human Service salary line and \$22,819 in the Group Health Insurance, Employee Benefits, Assessments, & Administrative Costs line. Finally, the amount of electricity that the solar array is producing is more than the budget plan assumed. The Town pays SolarCity to generate power, which is provided to Eversource, who pays the Town for the power added to the grid. The Town pays approximately \$0.09 per KWH and receives on average approximately \$0.17 per KWH. The payment to the Town is deposited in the General Fund. So, while the Town is receiving more in revenue than it is expending for solar generation, the accounting of the transactions requires an increase in the appropriation for electricity in the Needham Electric Light & Gas Program line in the amount of \$47,905 to pay SolarCity.

ARTICLE 7: AMEND THE FY2017 RTS ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2017 RTS Enterprise Fund Budget adopted under Article 13 of the May 2016 Annual Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
101B	Expenses	\$1,200,969	\$1,278,969

said sum to be raised from RTS Enterprise Fund Receipts; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
 FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This article would amend the FY2017 RTS Enterprise Fund Budget. The article seeks to appropriate an additional \$78,000 to the expense line of the operating budget. At the time that the enterprise budget was developed, the recycling market was much more favorable than it is now. The materials for recycling were generating extra revenue, or were a low cost to remove. The market has changed and the removal of product for recycling has turned from a revenue producer to an expense. Customers accepting commodities for recycling are charging to take the product, as there has been a break in demand. The cost is two-fold, first is the fee the Town pays the vendors to take the product, and the second is the cost to transport the product to the vendors. This is especially true for single stream and comingled materials. Presently, the market still provides revenue for the Town for certain metals and clean paper/cardboard materials. The compost operation remains steady and revenue producing.

ARTICLE 8: APPROPRIATE FOR NPDES MS4 PERMIT DEVELOPMENT

To see if the Town will vote to raise, borrow and/or transfer and appropriate the sum of \$200,000 for the purpose of funding engineering and consulting services for the development of an application for a National Pollutant Discharge Elimination System (NPDES) MS4 Stormwater Permit, said sum to be spent under the direction of the Town Manager, and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The United States Environmental Protection Agency (EPA) has released the requirements for National Pollutant Discharge Elimination System (NPDES) compliance. The purpose of this funding is to engage an engineering firm to develop the Town's NPDES MS4 permit application.

The new regulations are the most sweeping set of stormwater regulations in the last 45 years. While Needham has been planning and implementing stormwater improvements for many years, the new regulations will require substantial changes to the Town's stormwater operations, drainage infrastructure, site plan and subdivision reviews, and the creation of a stormwater by-law. The permit mandates the discharge of clean stormwater to the Maximum Extent Practicable (MEP) and/or stormwater that does not cause or contribute to an exceedance of water quality standards. The permit will also require that pollutants be reduced to meet Total Maximum Daily Loading requirements for pathogens (bacteria), will require a plan for reduction in the amount of phosphorous discharging to waterbodies by 45%, and a plan for improving conditions for impaired water bodies including Alder Brook, the Charles River, Fuller Brook and Rosemary Brook for a variety of other contaminants. Construction and/or installation of structural Best Management Practices (BMPs) are required in each year of the new permit, such as the dredging of Rosemary Lake and the Dedham Avenue Reservoir, installation of aerating devices on Lake Drive and Glendoon Road, and installation of water quality tanks in Chestnut Street and Marked Tree Road.

The 2016 NPDES requirements include six control measures: public education and outreach, public participation and involvement, illicit discharge detection and elimination (IDDE), construction site runoff control, post-construction runoff control, and pollution prevention and good housekeeping. The focus of the funding is for IDDE and pollution prevention and good housekeeping, with the other factors to be developed in-house. IDDE includes tasks such as creation of a stormwater General By-law, data collection and mapping of the sanitary sewer system and stormwater system including all swales, ditches and water conveyances, all interconnections with other stormwater systems, all water bodies, and all catchment areas, assessment and ranking of the areas identified in the mapping phase, development of high and low priority areas for screening, written catchment investigation procedures, development of system vulnerability factors, and dry and wet weather sampling. Pollution prevention and good housekeeping include tasks such as establishing procedures and maintenance plans for all parks and open spaces, buildings and facilities, and vehicles and equipment; an operations and maintenance plan for all catch basins, street sweeping, winter road maintenance, and the

development of a stormwater pollution prevention plan (SWPPP) for all maintenance garages, Public Works facilities, transfer stations, and waste handling facilities. Annual reporting of all maintenance activities, spills or overflows, and inspections is required including posting and updating all stormwater activities on the Town's website.

ARTICLE 9: APPROPRIATE FOR ELIOT SCHOOL TRAFFIC SAFETY IMPROVEMENTS

To see if the Town will vote to raise, borrow and/or transfer and appropriate the sum of \$90,000 for the purpose of funding engineering, design and construction for Eliot School Traffic Safety Improvements, said sum to be spent under the direction of the Town Manager and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Eliot School participated in a Safe Routes to School study, conducted by the Commonwealth, that recommended several improvements to the Eliot School walking route. Recommended improvements under this article include the installation of flashing School Zone 20 MPH signs and radar enabled speed limit signs on Central Avenue within 1,000 feet of the Eliot School. The Traffic Management Advisory Committee concurred with the study and recommended that these improvements be installed as soon as possible considering weather limitations. The study included other recommendations including the reconstruction of the Cedar Street/Central Avenue intersection. These improvements will be considered in the FY2018 – 2022 Capital Improvement Plan.

GENERAL ARTICLES /CITIZENS' PETITIONS / COMMITTEE ARTICLES

ARTICLE 10: ACCEPTANCE OF EASEMENT/1001 – 1015 CENTRAL AVENUE SUBDIVISION

To see if the Town will vote to authorize the Selectmen to accept the following easement from RRNIR, LLC: Non-exclusive right and perpetual easement and right of way over Sunrise Terrace for the purpose of passing on foot or by vehicle as shown on a plan entitled "Sunrise Terrace, Definitive Subdivision, last revised June 29, 2016, on file with the Needham Planning Board; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: As a condition of approval of the 1001 – 1015 Central Avenue Subdivision, the Planning Board required that the Developer grant the Town an access easement to allow vehicles and pedestrians to pass and re-pass over the way known as Sunrise Terrace.

ARTICLE 11: GRANT OF EASEMENT – GREENDALE AVENUE

To see if the Town will vote to authorize the Park & Recreation Commission to grant a thirty-foot wide, perpetual, non-exclusive easement to NSTAR Electric Company d/b/a Eversource Energy, for the purpose of installing, maintaining, repairing, replacing and operating an underground electric transmission line in and under a portion of Town property known as the “Gravel Pit” located off of Greendale Avenue (Assessors Map 15, Parcel 4), with the location of the easement on such property to be determined by the Park & Recreation Commission upon completion of field surveys and investigation of soil conditions, but approximately as shown on the drawing on file at the Town Clerk’s Office, such easement to be substantially in the form of a proposed easement on file at the Town Clerk’s Office, and to authorize the Commission to execute any documents or instruments necessary to effect said easement upon such terms as they deem to be in the best interest of the Town; or take any other action relating thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: Eversource is proposing to make improvements to its existing electric transmission line system in Needham by separating the existing double circuit tower transmission lines between the Baker Street Substation in West Roxbury and the Needham Substation on Chestnut Street. The work is necessary to improve the reliability of its existing transmission line system. Eversource has been working closely with the Town on the topic of routing, with an emphasis on avoiding or minimizing impacts to the residents of Needham during construction and operation of the approximately 3.2 mile transmission line. From the inception of the project, the Board of Selectmen has made it clear that the Town will not support a route involving construction of a new overhead transmission line along the entire right of way. It is the Board’s opinion that constructing a new overhead transmission line along this portion of right of way would result in significant and unacceptable negative impacts to the abutting residential neighborhoods along the right of way and MBTA railroad tracks. As a result of these discussions, Eversource has identified a preferred route that would run the line over Route 128/195 up to the Valley Road area, and the balance of the transmission line (approximately 2.6 miles) would be installed underground.

The preferred route would require the installation of the transmission line outside of the Eversource right of way across a municipal parcel near Greendale Avenue, which is under the primary jurisdiction of the Park & Recreation Commission. At its meeting on August 22, 2016, the Commission voted to recommend the granting of a thirty-foot wide perpetual, non-exclusive easement to Eversource for the purpose of installing, maintaining, repairing, replacing and operating an underground electric transmission line in and under a portion of the property known as the “Gravel Pit.” Prior to executing the easement, the Commission will enter into a host community agreement with Eversource to ensure appropriate mitigation, including construction of a trail connecting to the Town’s trail network along the Greendale Avenue green buffer zone.

ARTICLE 12: AMEND GENERAL BY-LAW – NOTIFICATION

To see if the Town will vote to amend the General By-laws by deleting sections 1.2 and 1.3, renumbering sections accordingly, and inserting in place thereof the following:

“SECTION 1.2 NOTIFICATION

1.2.1 All Town Meetings shall be notified and warned by posting attested copies of the Warrant calling for the Town Meeting in not less than twenty public places in the Town at least seven days before the time of holding the Annual Town Meeting and at least fourteen days before any Special Town Meeting.

1.2.2 The Town Clerk shall cause to be delivered or mailed to each Town Meeting Member, at least seven days in advance, a copy of the Warrant for the Annual Town Meeting, held for the purpose of the transacting of business.

1.2.3 The Town Clerk shall cause to be delivered or mailed to each Town Meeting Member, at least fourteen days in advance, a copy of the Warrant for each Special Town Meeting.

1.2.5 The Town Clerk shall make available to any resident, upon request, a copy of the Warrant for each Town Meeting, and shall post a copy of each warrant on the official Town of Needham website.

1.2.6 The Town Clerk shall cause the titles and a synopsis of all Town Meeting Articles to be printed in a local newspaper.”

Or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: In 2002, Town Meeting voted to eliminate the practice of distributing the Town Warrant to each household. The General By-laws of the Town still require the mailing of a notice of each annual Town Election. With the increased use of the Town’s website, the advent of social media and the number of other ways to inform the public, the Town Clerk has recommended that the mailing of a postcard for the Annual Town Election – always held on the second Tuesday of April – is no longer necessary.

ARTICLE 13: CITIZENS’ PETITION – AMEND ZONING BY-LAW

To see if the Town will vote to amend Section 4.2.1, Table of Regulations, of the Needham Zoning Bylaw with respect to Single Residence B and General Residence Districts as follows:

1. **31.5' Maximum Height (Average)**: Revise to indicate that the Maximum Height for Single Residence B and General Residence districts shall be thirty-one and one-half (31.5) feet.
2. **35' Maximum Height (Average) with 50% increase in Side and Rear Setbacks**: Insert the following new footnote (m): “ (m) Notwithstanding anything to the contrary contained herein, a building or structure located in either a Single Residence B or General Residence district may be up to thirty-five (35) feet in height provided such building or structure maintains side and rear setbacks that are at least 50% greater than the applicable minimum setback distances identified in this Section 4.2.1.” Footnote (m) shall be added as reference for “Maximum Height,” Single Residence B and General Residence districts.
3. **Existing and Proposed Grades used in Height Calculation**: Insert the following new footnote (n): “(n) The lower of existing and proposed grade elevations around a building shall be used to calculate the maximum height of Buildings and Structures located in Single Residence B and General Residence districts.” Footnote (n) shall be added as reference for “Maximum Height,” Single Residence B and General Residence districts.
4. **37' Maximum Height Above Grade at Any Point Around Building**: Insert the following new footnote (o): “(o) The maximum height at any single point of any building or structure located in either a Residence B or General Residence district shall not exceed thirty-seven (37) feet above the lower of new and existing grade elevations around the building.” Footnote (o) shall be added as reference for “Maximum Height,” Single Residence B and General Residence districts.
5. **Neighborhood Context in Establishing Front Yard Setbacks**: Insert the following new footnote (p): “(p) The minimum required front setback for a lot in either a Single Residence B or General Residence district shall not be less than the average front setback of existing buildings that are located on the same street and within one-hundred fifty (150) feet of the lot being developed. If two or more existing buildings on a single lot are located within one-hundred fifty (150) feet of the lot being developed, the building having the shortest front setback shall be used in calculating the average front setback. Notwithstanding the foregoing, the minimum front setback shall not exceed thirty-five (35) feet. For any corner lot, the requirements of this footnote (p) shall apply to the front setback from the lot’s address street.” Footnote (p) shall be added as reference for “Front Setback” for Single Residence B and General Residence districts.

INSERTED BY: Paul Dawson et. al.

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation at Town Meeting

Article Information: This article is submitted on the petition of Paul Dawson et al. The petitioner seeks to accelerate the pace of the Town’s response to the issue of residential tear downs. The purpose of the article is to amend the Town’s Zoning Bylaws as they pertain to

Single Residence B and General Residence districts such that i) new structures are more compatible with their contexts and ii) all properties located in these zoning districts are afforded greater protections from crowding and loss of sun and privacy. The proposal would reduce the maximum allowable heights contained in Table 4.2.1 of the Zoning Bylaws as they pertain to construction in Single Residence B and General Residence districts. Specifically, the proposal would (a) reduce the maximum average above-grade height of new construction from 35 to 31.5 feet (a 10% reduction); (b) allow maximum height of 35 feet if side and rear yard setbacks that are at least 50% greater than the specified minimum (depending upon the specific circumstances, minimum side setbacks are 10, 12.5 or 14.5 feet and rear setbacks are either 10 or 20 feet); and (c) institute a 37-foot maximum height above grade at any single point around a building or structure. In order to reduce circumvention of the Zoning Bylaw's height restrictions, the lower of new and proposed grade elevations would be used in the calculation of the height of new structures located in Single Residence B and General Residence districts. The article also includes a provision whereby front yard setbacks would be determined based on the average front setback distance of neighboring structures located on the same street and within 150 feet of the property being developed, subject to a 20-foot minimum and 35-foot maximum.

The Large House Review Study Committee, appointed by the Planning Board, has been meeting since 2014 and is in the process of developing recommendations for zoning changes to present to the Planning Board for action at the 2017 Annual Town Meeting. As this is a citizens' petition article, the Planning Board will present its recommendations on this article at the Special Town Meeting.

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said town at least fourteen (14) days before said meeting.

Hereof fail not and make due return of this warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given into our hands at Needham aforesaid this 16th day of August 2016.

MATTHEW D. BORRELLI, Chairman
MARIANNE B. COOLEY, Vice Chairman
DANIEL P. MATTHEWS, Clerk
JOHN A. BULIAN
MAURICE P. HANDEL
Selectmen of Needham

A TRUE COPY

Attest:

Constable:

**Town Clerk's Office
Needham, MA 02492**

ATTN: SPECIAL TOWN MEETING WARRANT



**Board of Selectmen
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 9/20/2016

Agenda Item	DPW Feasibility Study Public Hearing
Presenter(s)	Jeff Alberti, Mike Richard, & Joe Fitzpatrick, Weston & Sampson Steve Popper, Director of Design & Construction Rick Merson, Director of Public Works

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
<p>Mr. Alberti, Mr. Popper, and Mr. Merson will update the Board on the progress of the DPW feasibility study since the last report on July 19th. They will be available to answer any questions from the public.</p>			
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
3.	BACK UP INFORMATION ATTACHED	YES	NO
<p>a. DPW Feasibility Update PPT, September 20, 2016</p>			

Town of Needham
Public Works Facility



Board of Selectmen Presentation
September 20, 2016

Town of Needham Public Works Facility

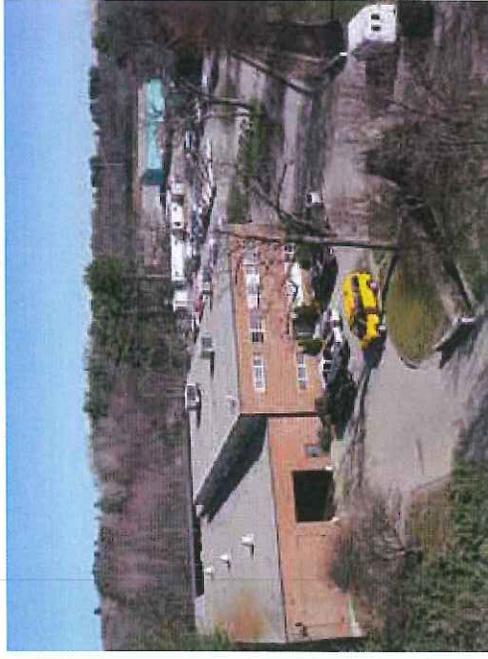
Agenda |

- Project History
- Public Works Responsibilities
- Why does the Town need a new facility
- What is proposed
- What are the benefits of a new / improved facility
- Questions / comments

Town of Needham Public Works Facility

Site History |

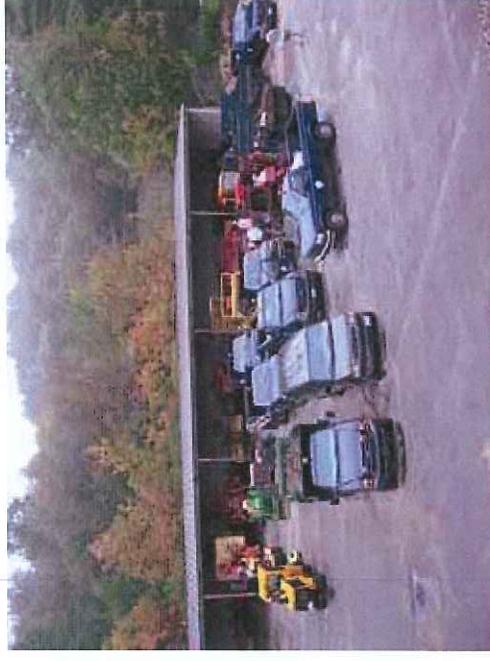
- Original facility built in 1961
- A second floor addition was completed in 1966
- Since the facility was built, the Town's infrastructure maintained by DPW has grown:
 - Miles of road have increased
 - Quantity of water & sewer mains have increased
 - The population has increased
- The Town completed a Facilities Master Plan in 2006 which stated that the existing Dedham Ave facility is "too small, inefficient and inappropriate" for the department needs.



Town of Needham Public Works Facility

Site History |

- The Town updated the Facilities Master Plan in 2014 reaffirming the need to replace the existing DPW facility which was described as "undersized for its core purpose" and "does not meet current Building Code standards"
- The 2015 Annual Town Meeting approved Article 14 appropriating monies for a DPW Feasibility Study
- Town hired Weston & Sampson to prepare a comprehensive feasibility study in 2016 - (Weston & Sampson brings experience with improvements to more than 100 public works facilities in New England)



Town of Needham
Public Works Facility

Public Works Responsibilities

Town of Needham
Public Works Facility

The DPW touches the lives of the residents everyday by maintaining the infrastructure that the community relies on including...

- Highway maintenance and construction
- 260 lane miles of roadway
- 160 miles of sidewalk
- 246 miles of grass/curbing and parking lots
- Equipment maintenance
- Sanitary sewer construction and maintenance
- Stormwater system construction and maintenance
- Solid waste disposal
- Park & Forestry maintenance
 - Public shade trees
 - Parks and athletic fields
 - Support of recreational programs
- Traffic control
 - Traffic signal maintenance & repair
 - Traffic markings
 - Sign repair and installation
- Administration / Engineering
- Water supply and distribution
 - Operation & maintenance of supply, storage, treatment and distribution

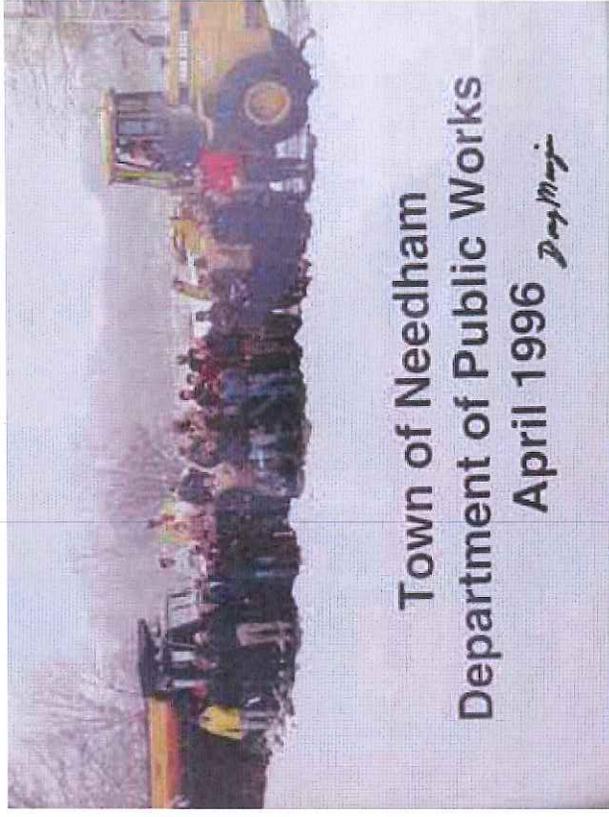


Town of Needham
Public Works Facility

The DPW touches the lives of the residents everyday by maintaining the infrastructure that the community relies on including...

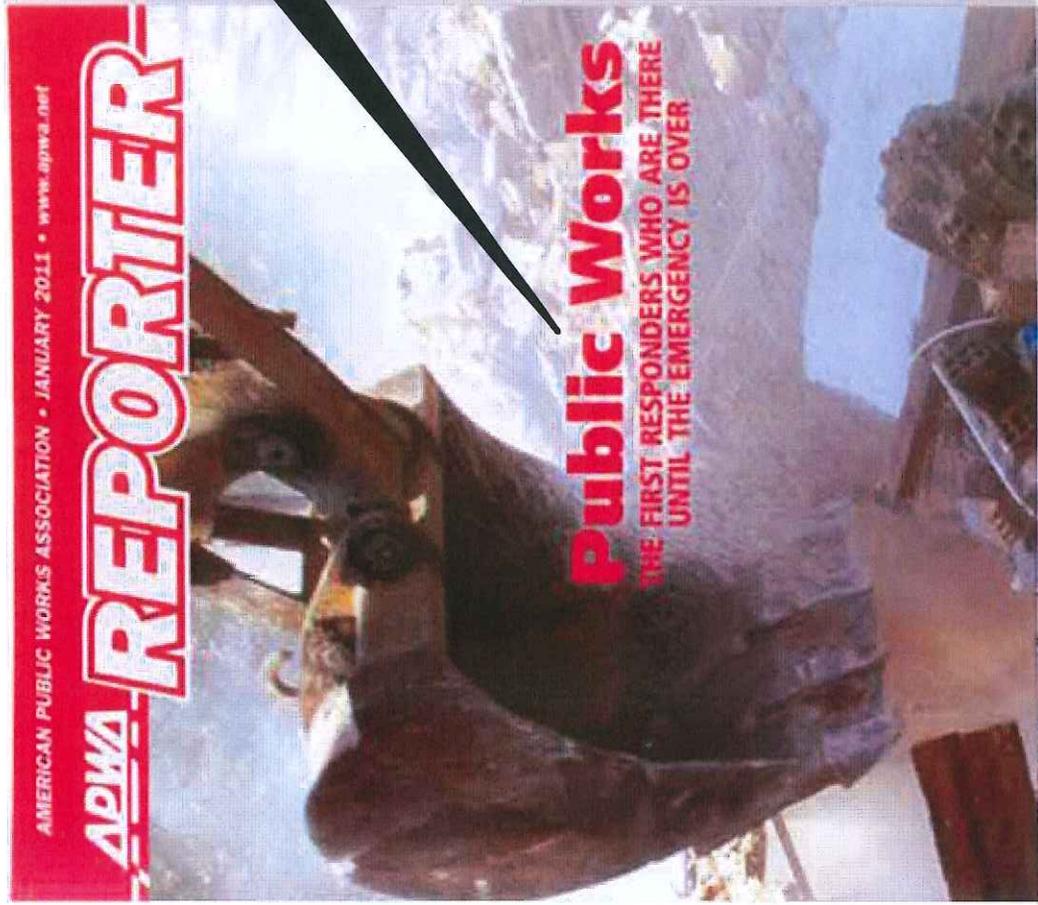
On call 24 hours a day to handle incidents & emergencies including:

- Snow and ice removal operations
- Hurricane / windstorm cleanup
- Removal of road hazards
- Flooding
- Road repair
- Emergency response / consequence management
- The support of other emergency departments



Town of Needham
Public Works Facility

Public Works agencies are considered First Responder and the facilities must support this important role:



Public Works
THE FIRST RESPONDERS WHO ARE THERE
UNTIL THE EMERGENCY IS OVER

“Since the Fall of 2009 DPW’s have been classified as first responders under U.S. Department of Homeland Security’s (DHS) Emergency Services Sector Coordinating Council’s Sector Specific Plan”

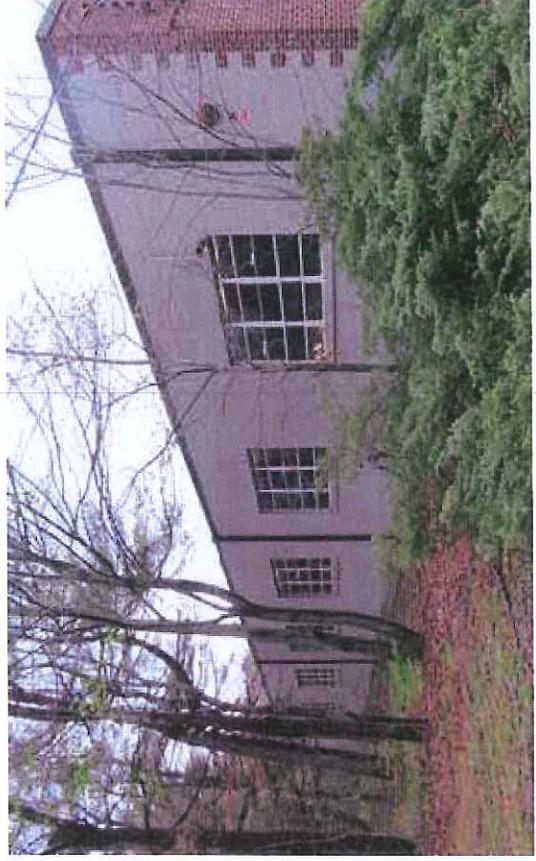
Town of Needham
Public Works Facility

Why Does the Town Need a New Facility?

Town of Needham Public Works Facility

Why does the Town need a new Public Works facility?

- Existing facility is more than 50 years old with no significant improvements or modernizations
- Responsibilities have increased significantly over the decades along with vehicles, equipment, and staff
- The facility no longer meets the needs of Public Works/Town and is not code complaint
- Efficiency of operations and employee safety are negatively impacted by the substandard conditions



Town of Needham Public Works Facility

Non-Code Compliant and Unsafe Working Conditions



Shop areas are undersized for safe and efficient work space and material storage



Employee lockers, break area, and refrigerator are located in a Shop Area

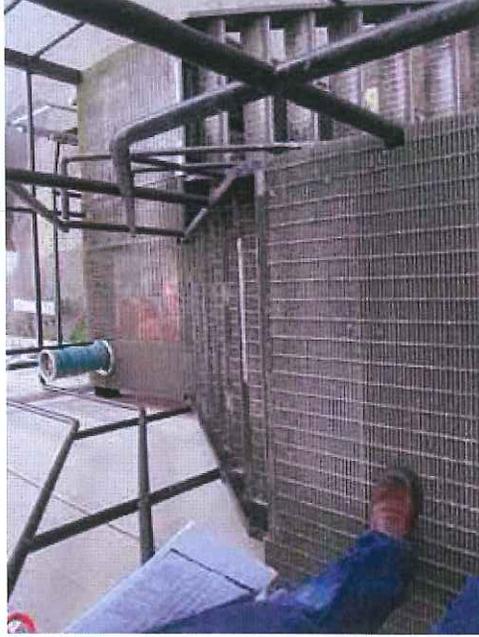
Shop & Employee Support Spaces are Undersized, Inefficient, and Unsafe for Today's Operations

Town of Needham Public Works Facility

Non-Code Compliant and Unsafe Working Conditions



Existing toilet facilities do not meet current Plumbing Code or Accessibility Codes



Egress does not meet code

Shop & Employee Support Spaces are Not Code Compliant

Town of Needham Public Works Facility



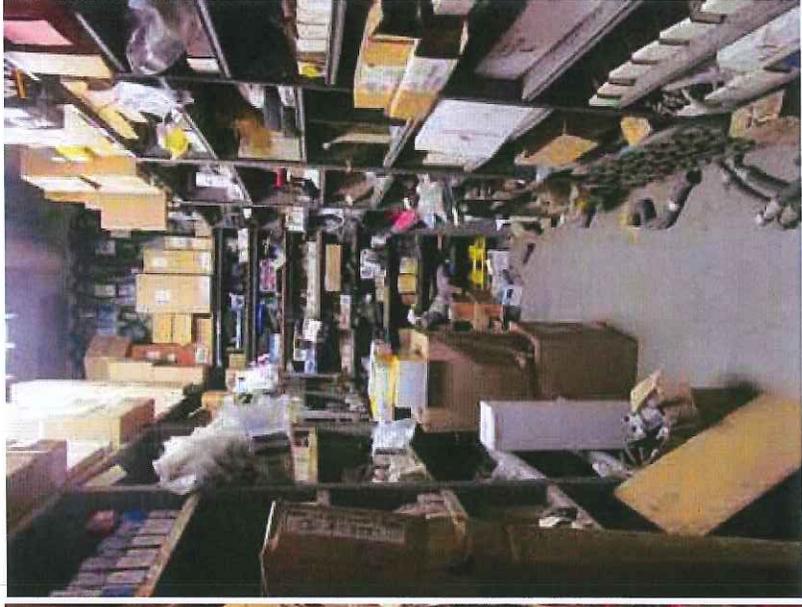
Vehicle Maintenance Area

- Does not meet acceptable industry and safety standards
- Inadequate height for maintenance
- Poor ventilation - antiquated mechanical system
- Poor lighting
- Non code compliant shop clearances

Town of Needham Public Works Facility

Vehicle Maintenance Area

- Does not meet acceptable industry and safety standards
- Inadequate height for maintenance
- Poor ventilation - antiquated mechanical system
- Poor lighting
- Non code compliant shop clearances



Maintenance bays and support space are undersized to safely and efficiently maintain vehicles and equipment

Town of Needham Public Works Facility

Vehicle Maintenance Area

- Does not meet acceptable industry and safety standards
- Poor ventilation - antiquated mechanical system
- Poor lighting
- Non code compliant shop equipment

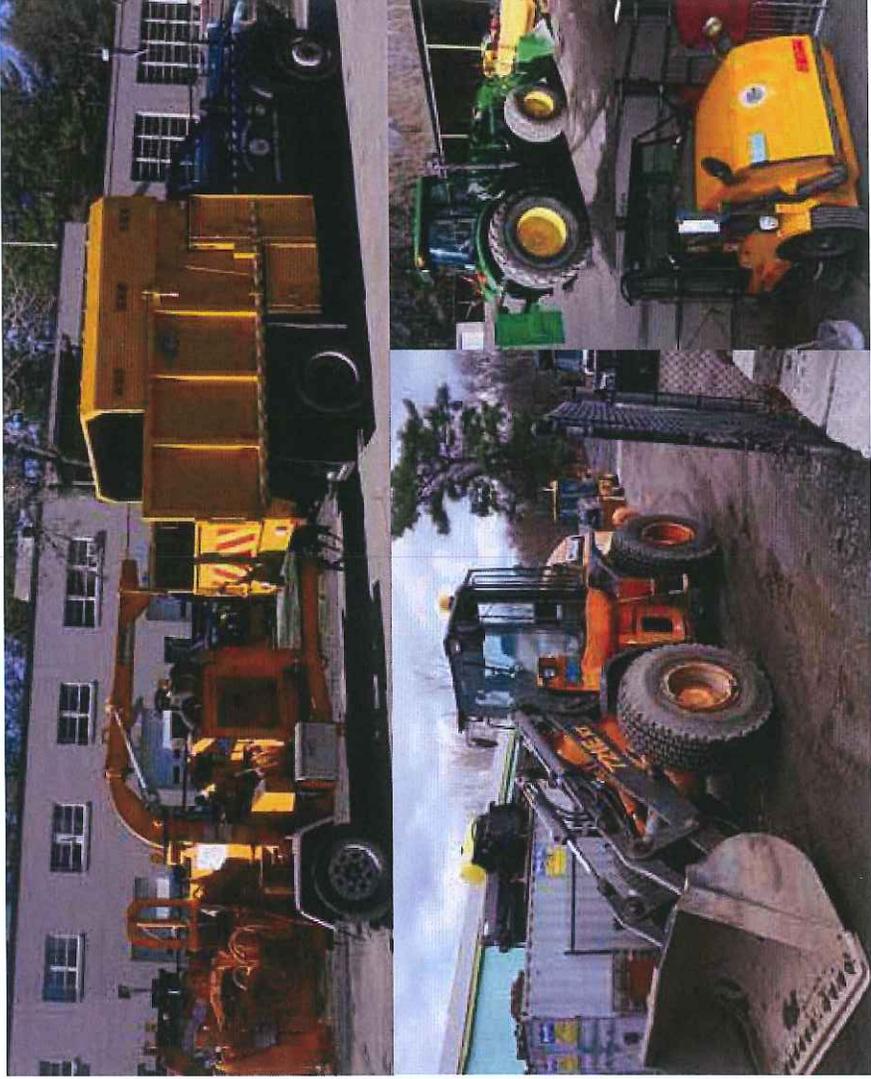


Sample Photo of a Safe & Efficient Vehicle Maintenance Area

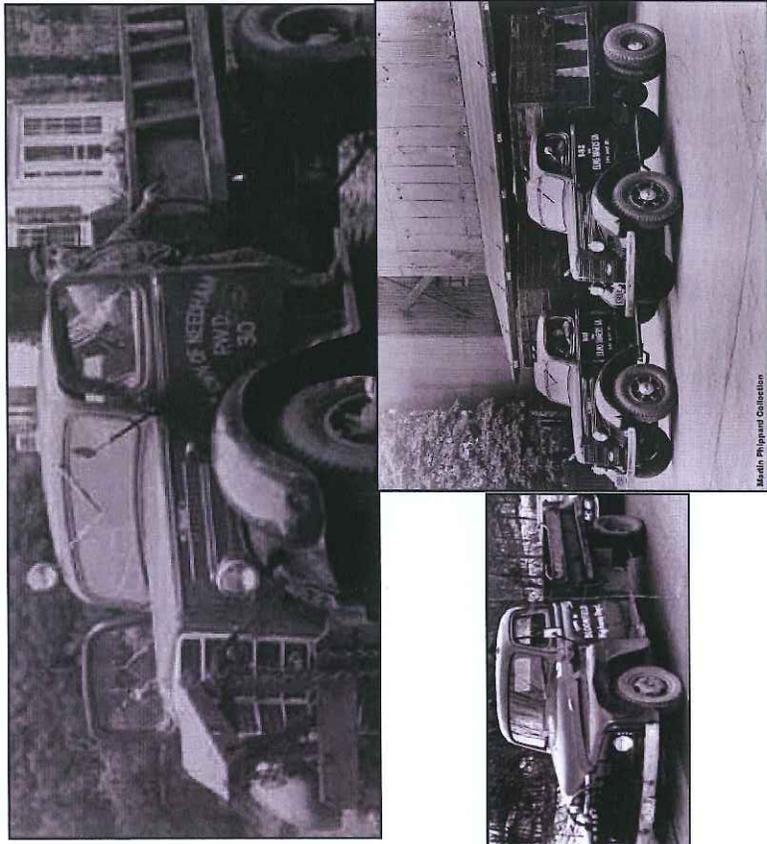
Town of Needham Public Works Facility

Why does the Town need a new Public Works facility?

- Vehicle and equipment types and sizes have changed significantly since the facility was constructed



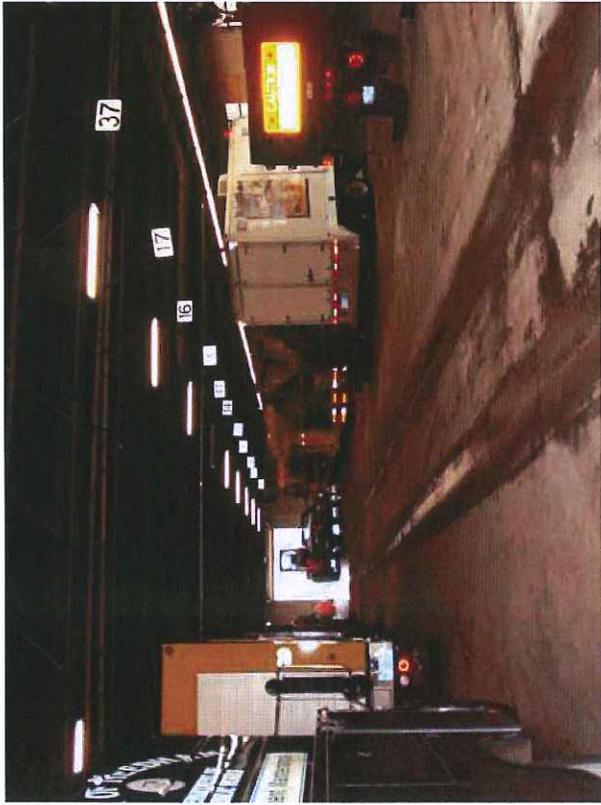
Today's larger multipurpose DPW vehicles



1950's era DPW vehicles

Town of Needham Public Works Facility

Existing Vehicle / Equipment Storage



Vehicle and equipment storage area is too small to safely and efficiently store the DPW equipment

Town of Needham
Public Works Facility
Existing Vehicle / Equipment Storage



Sample photograph of today's safe and efficient vehicle/equipment storage garages

Town of Needham Public Works Facility

Unprotected vehicle/equipment storage due to undersized facility



As a result, a portion of the multi-million dollar fleet and equipment are stored outdoors due to limited space

Town of Needham Public Works Facility

Unprotected vehicle/equipment storage due to undersized facility

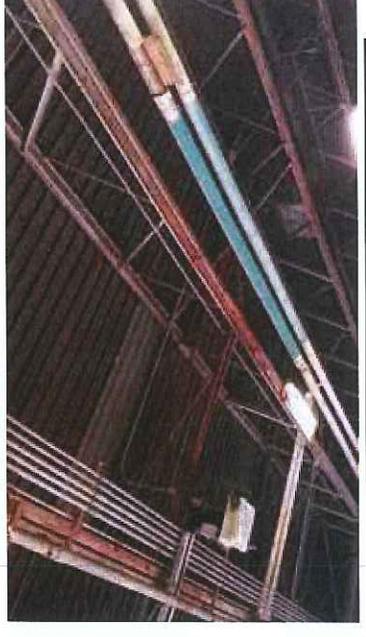


As a result, a portion of the multi-million dollar fleet and equipment are stored outdoors due to limited space

Town of Needham Public Works Facility

Why does the Town need a new Public Works facility?

- Weston & Sampson completed an assessment of the existing DPW building for potential reuse
- The assessment determined that the reuse of the existing building is not economically or operationally feasible
 - Roof is past its useful life and leaking and is in need of replacements
 - Exterior walls are cracking and have no vertical reinforcing requiring structural upgrades
 - Windows are single pane and rusted/deteriorated requiring replacement
 - Steel joists over vehicle storage area are rusting and do not have capacity for current flat roof and drifting snow loads per current building code and require replacement
 - Mechanical systems have exceeded their useful life and do not meet current ventilation requirements required by code.
 - Wall and roof insulation does not meet current energy code
 - Upper level is not accessible



Town of Needham
Public Works Facility
Summary of Deficiencies

- Existing buildings do not comply with today's Building Code
 - No sprinkler system
 - Inadequate egress
 - ADA Accessibility
 - Fire Separation
- Toilet facilities do not meet current Plumbing Code
 - Number of fixtures
 - Male/female toilet facilities
- Building does not meet current Mechanical Code
 - Ventilation /electric
 - Maintenance air exchanges
 - Carbon monoxide detection system
- Building framing does not meet current snow load requirements
- Operational inefficiencies due to space constraints
 - Inadequate storage areas
 - Inadequate employee facilities
 - Inadequate material storage areas
 - Undersized maintenance area
 - Inadequate file storage
 - Safety concerns for staff



Town of Needham
Public Works Facility

Potential risks associated with substandard facilities

Town's Fleet of Plows Crushed in Collapse
(Plymouth CT, NBCCconnecticut.com 2011)



Lynnfield DPW Storage Garage Fire (2013)



Fire destroys town's public works building
Officials say fire was major loss for town (WMUR
Hopkinton NH 2012)

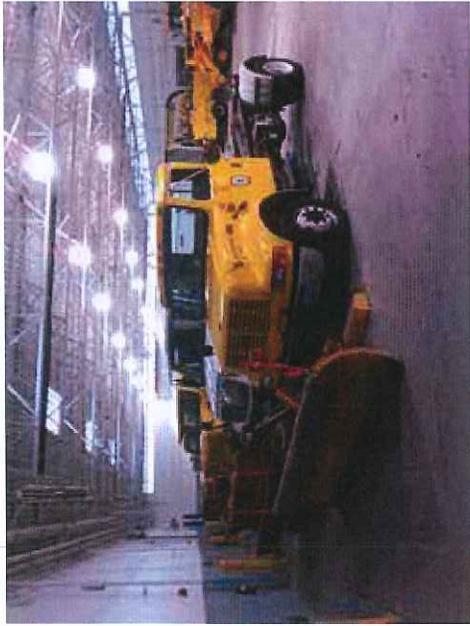
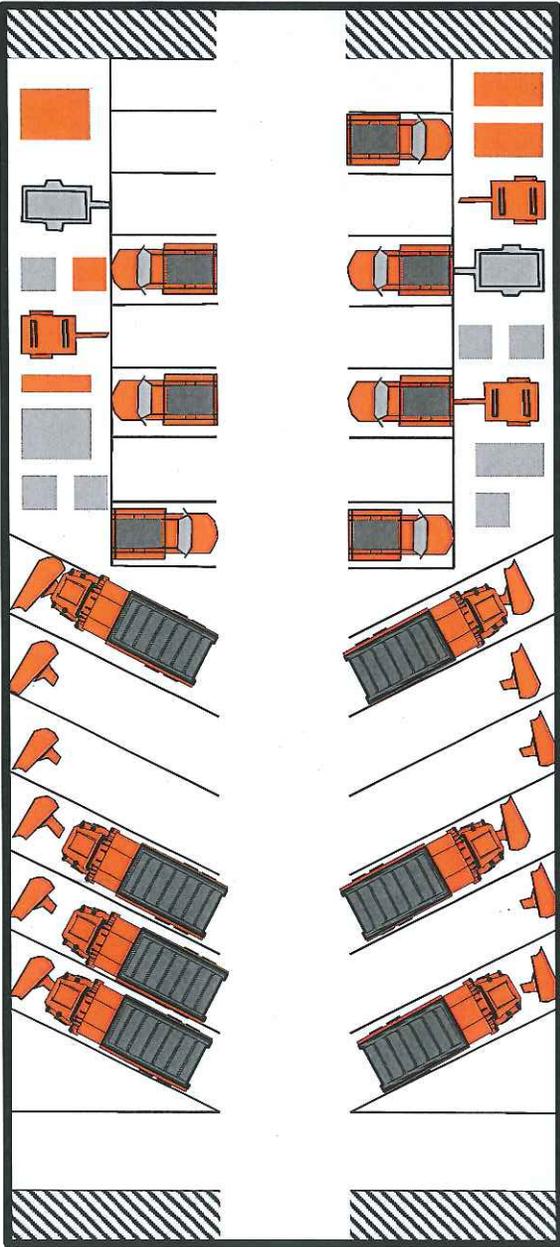


**Blaze destroys Henniker snow-removal
equipment, leaving 'serious problem'**
(Henniker NH, Concord Monitor 2015)



Town of Needham
Public Works Facility

What is Proposed



Parking stalls sized to store plows



Safe and efficient vehicle / equipment storage

Town of Needham
Public Works Facility

Programming Results

	<u>2014 Master Plan Space Needs</u>	<u>2016 Comprehensive Feasibility Study Program</u>
<u>Space Needs Assessment</u>		
• Administration / Engineering	13,793 SF	11,324 SF
• Staff Support	6,103 SF	5,901 SF
• Workshops	5,746 SF	4,922 SF
• Equipment Maintenance	14,818 SF	11,926 SF
• Wash Bay	1,776 SF	1,549 SF
• Vehicle & Equipment Storage	46,244 SF	51,744 SF
Subtotal:	88,480 SF	87,366 SF
• Open Canopy Storage	--	<u>11,880 SF</u>

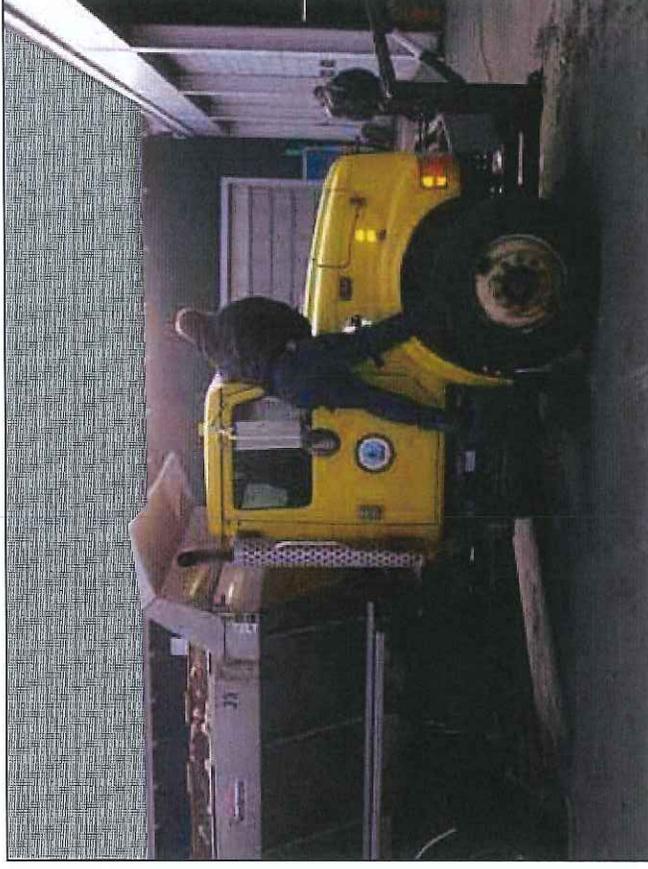
**Space needs have been
independently verified**

Why Store the DPW Equipment Indoors in a Minimally Heated Garage?

Town of Needham
Public Works Facility

Why put the vehicles and equipment indoors.....

1. **Employee Safety**
2. Public Safety
3. Protection of Equipment
4. Stormwater Pollution Control
5. Cost Effective Operations
6. Efficient Operations



Employee safety is compromised when trying to clear off large equipment in inclement weather conditions as shown above

Town of Needham Public Works Facility

Why put the vehicles and equipment indoors.....

1. Employee Safety
2. **Public Safety**
3. Protection of Equipment
4. Stormwater Pollution Control
5. Cost Effective Operations
6. Efficient Operations



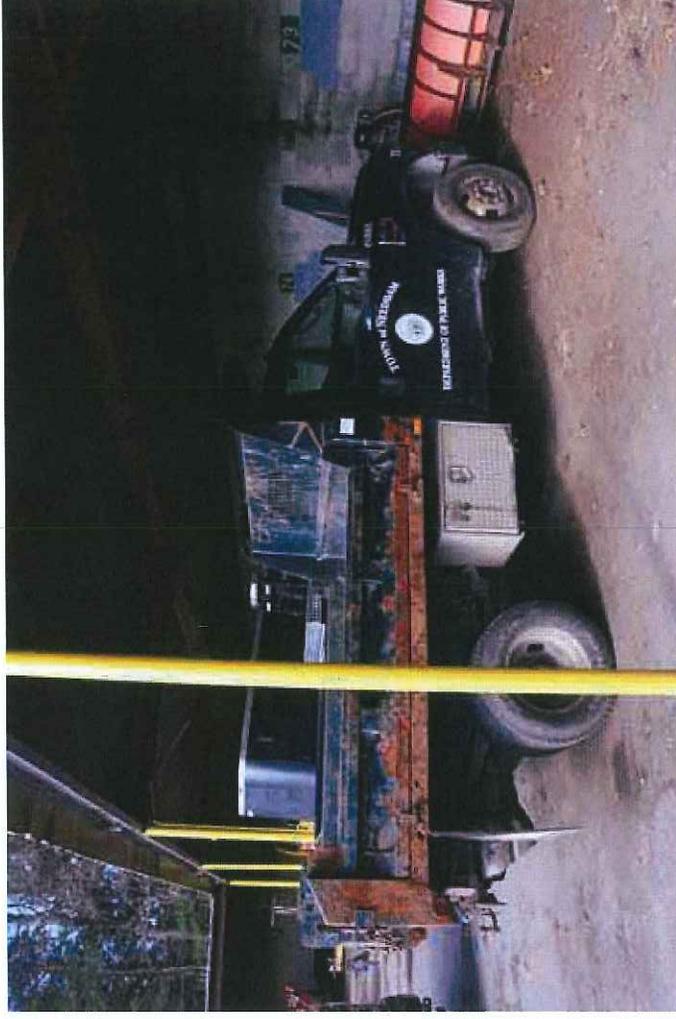
Vehicles which are covered by snow or ice may take longer to respond to the needs of the community which could result in unsafe conditions for the public



Town of Needham
Public Works Facility

Why put the vehicles and equipment indoors.....

1. Employee Safety
2. Public Safety
3. **Protection of Equipment**
4. Stormwater Pollution Control
5. Cost Effective Operations
6. Efficient Operations

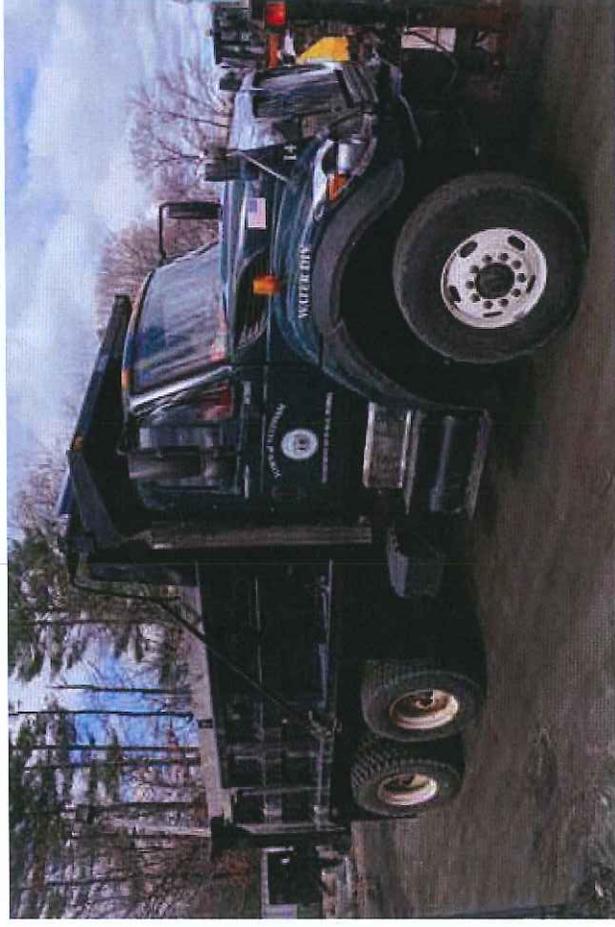


Outdoor storage contributes to accelerated
equipment deterioration

Town of Needham
Public Works Facility

Why put the vehicles and equipment indoors.....

1. Employee Safety
2. Public Safety
3. Protection of Equipment
- 4. Stormwater Pollution Control**
5. Cost Effective Operations
6. Efficient Operations

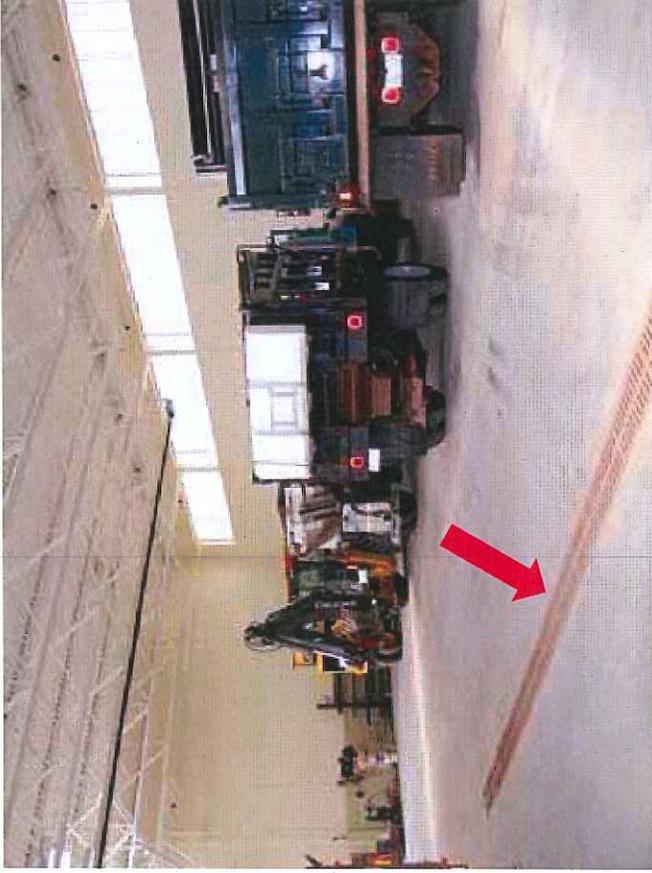


Vehicles stored outdoors on the existing site
have inadequate environmental control
measures

Town of Needham Public Works Facility

Why put the vehicles and equipment indoors.....

1. Employee Safety
2. Public Safety
3. Protection of Equipment
4. **Stormwater Pollution Control**
5. Cost Effective Operations
6. Efficient Operations



Any drips or spills from vehicles stored inside will be collected in a closed floor drain system preventing them from reaching the environment

Town of Needham
Public Works Facility

Why put the vehicles and equipment indoors.....

1. Employee Safety
2. Public Safety
3. Protection of Equipment
4. Stormwater Pollution Control
5. **Cost Effective Operations**
6. Efficient Operations

Cost to Construct Storage Garage

- Construction
- Maintenance
- Operation

VERSUS

Cost Associated with Exterior Storage

- Increased Vehicle Maintenance
- Decrease in Vehicle Life Expectancy
- Non-Productive Labor
- Operational impacts
- Employee Safety & Environmental

**2 to 3 times more expensive to store
vehicles and equipment outdoors**

Town of Needham Public Works Facility

Why put the vehicles and equipment indoors.....

1. Employee Safety
2. Public Safety
3. Protection of Equipment
4. Stormwater Pollution Control
5. Cost Effective Operations
- 6. Efficient Operations**



*Vehicles stored outdoors can take up to 30 minutes to get started
and they produce excessive exhaust due to incomplete
combustion of cold/viscous fuel*

Town of Needham
Public Works Facility

Site Selection

Town of Needham DPW Feasibility Study

Site Selection

- Based on the results of the previous Master Plan Studies, Weston & Sampson evaluated two (2) potential sites for a New DPW Facility
 - 1421 Central Ave – Recycling & Transfer Station (RTS)
 - Dedham Avenue (Existing DPW Site)



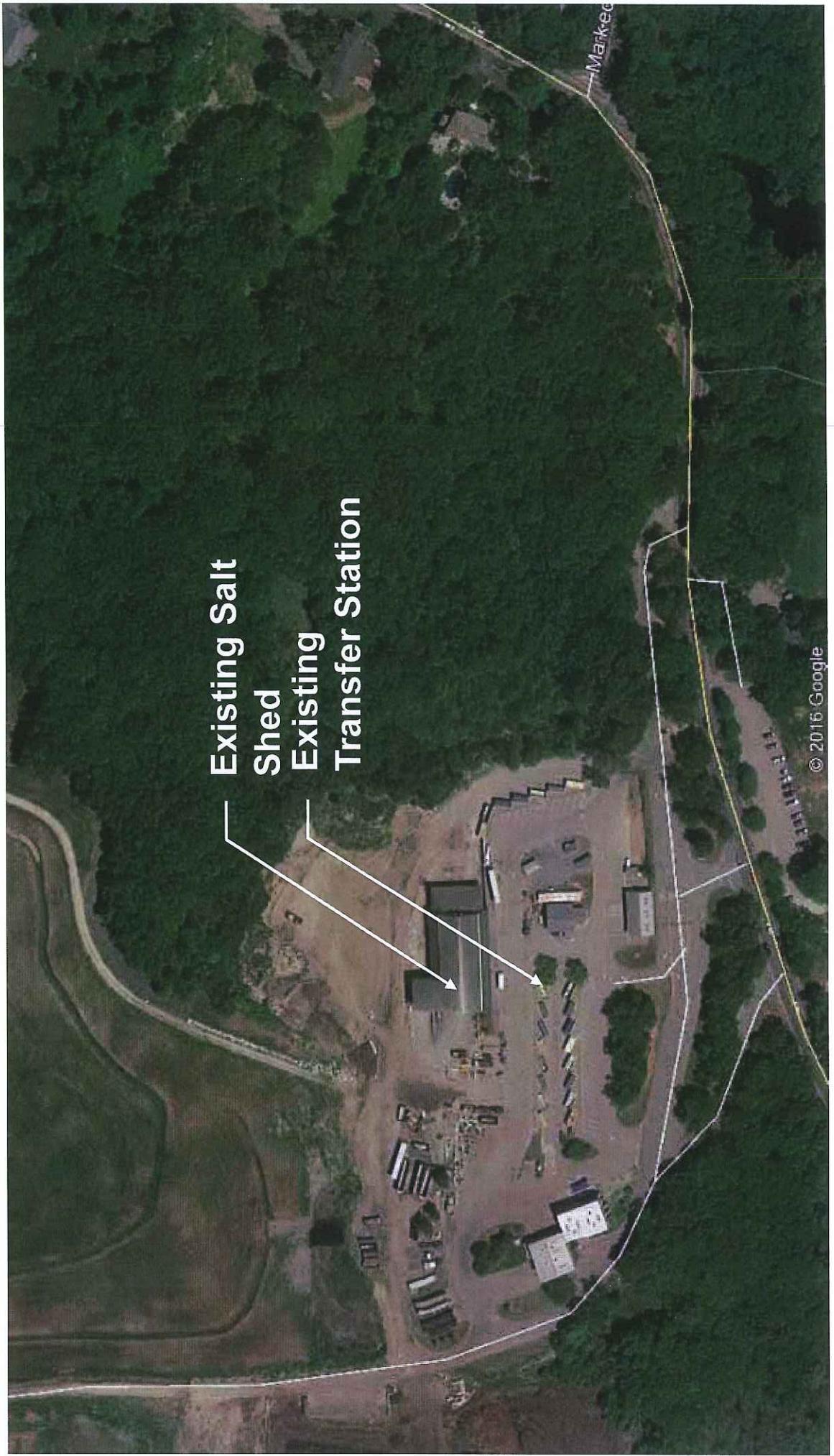
Central Ave Site (RTS)



Dedham Ave Site (Existing DPW)

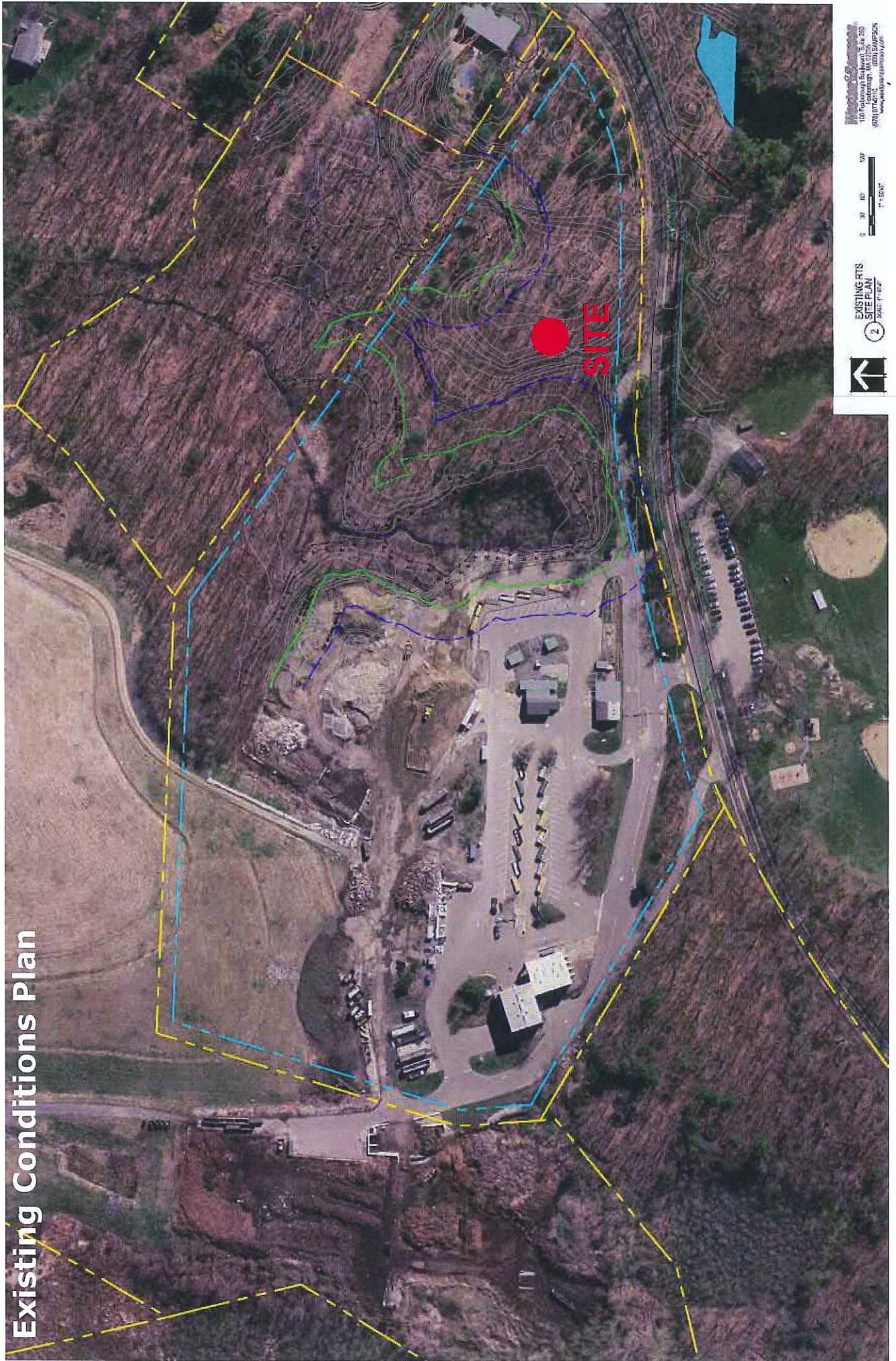
Town of Needham
DPW Feasibility Study

Central Avenue Site (RTS)



Town of Needham DPW Feasibility Study

Existing Conditions Plan



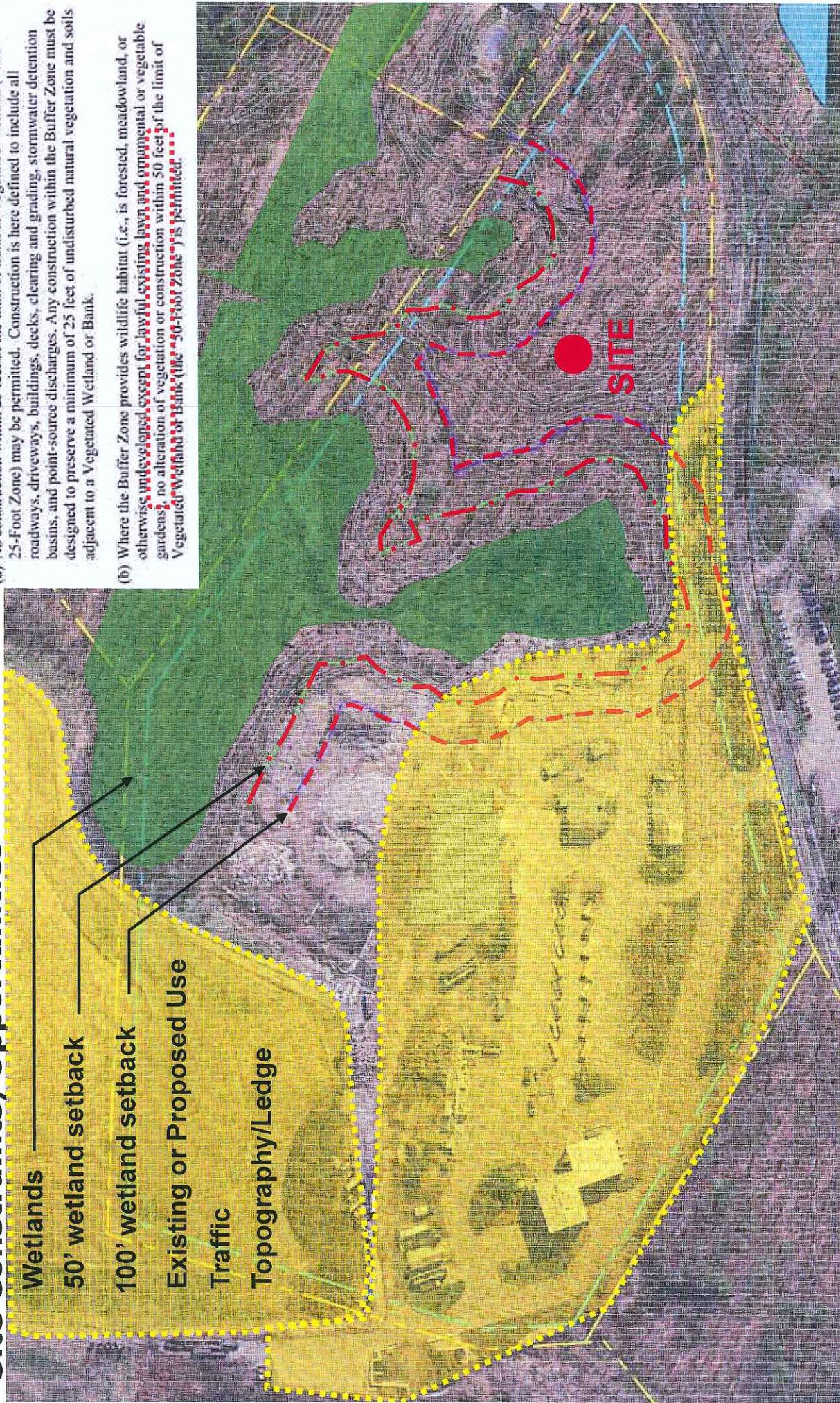
EXISTING PTS
SITE PLAN
DATE: 11/10/21



100 Falmouth Boulevard, #1, 250
01970-0400
GEO. SWANSON
www.geoswanson.com

Town of Needham DPW Feasibility Study

Site Constraints/Opportunities



Wetlands

50' wetland setback

100' wetland setback

Existing or Proposed Use

Traffic

Topography/Ledge

(a) No construction within 25 feet of the limit of Bank or Vegetated Wetland ("The 25-Foot Zone") may be permitted. Construction is here defined to include all roadways, driveways, buildings, decks, clearing and grading, stormwater detention basins, and point-source discharges. Any construction within the Buffer Zone must be designed to preserve a minimum of 25 feet of undisturbed natural vegetation and soils adjacent to a Vegetated Wetland or Bank.

(b) Where the Buffer Zone provides wildlife habitat (i.e., is forested, meadowland, or otherwise undeveloped, except for lawful existing lawn and ornamental or vegetable gardens), no alteration of vegetation or construction within 50 feet of the limit of Vegetated Wetland or Bank (the "50-Foot Zone") is permitted.



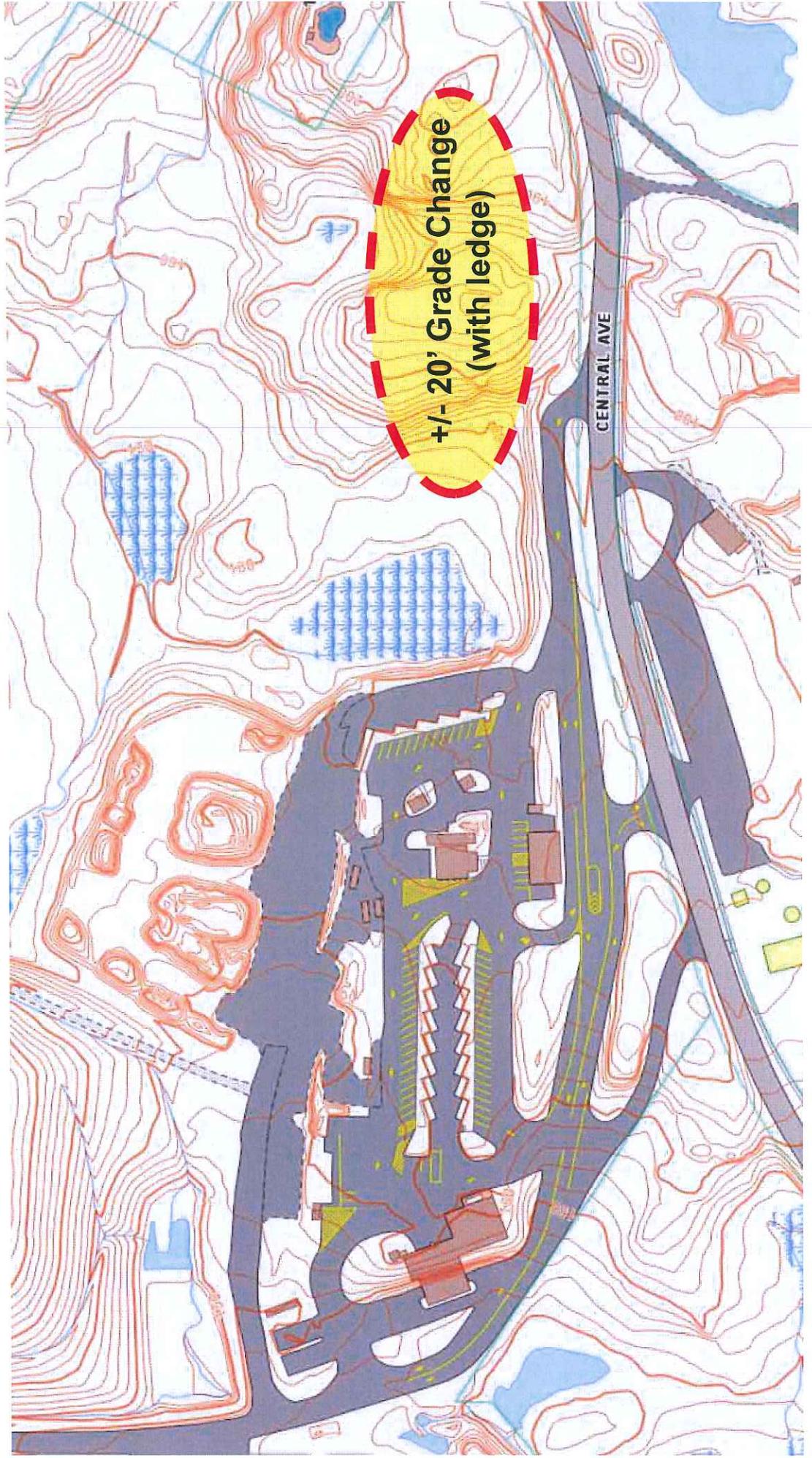
EXISTING RTS
SITE PLAN
DATE: 11/18/17



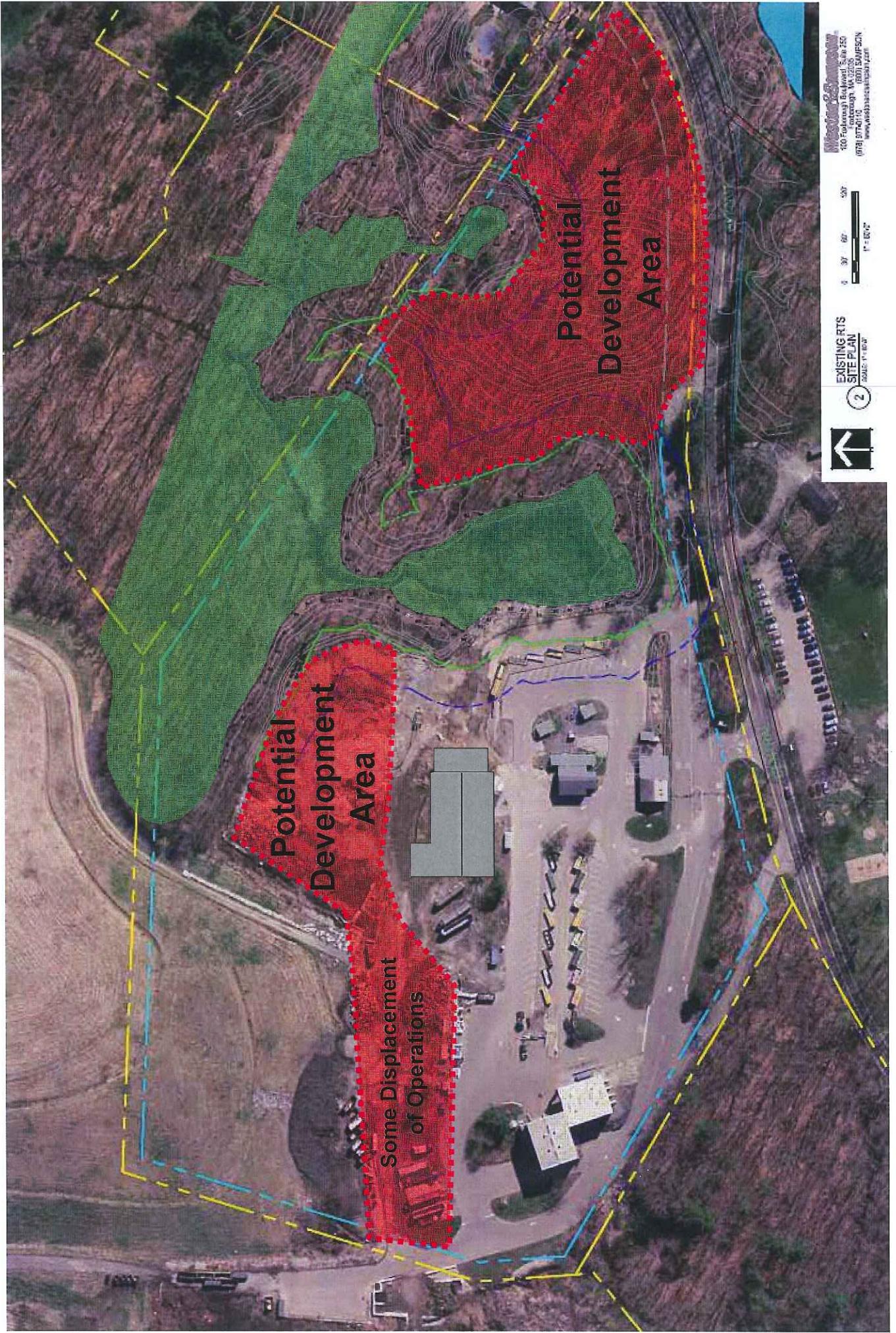
100 Folsom St., Suite 250
Boston, MA 02116
(617) 452-1515
www.wedj.com

Town of Needham
DPW Feasibility Study

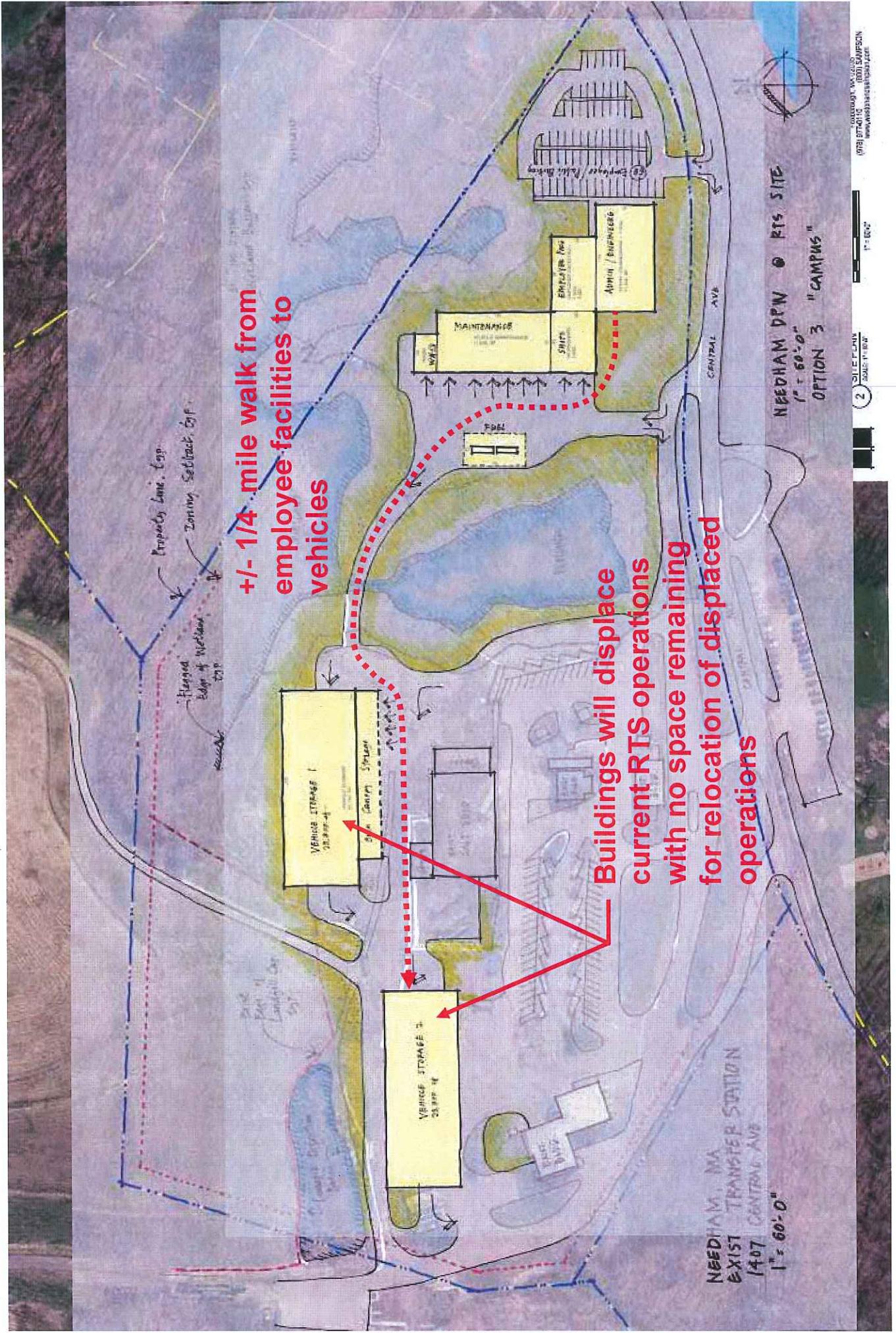
Existing Topography



Town of Needham DPW Feasibility Study



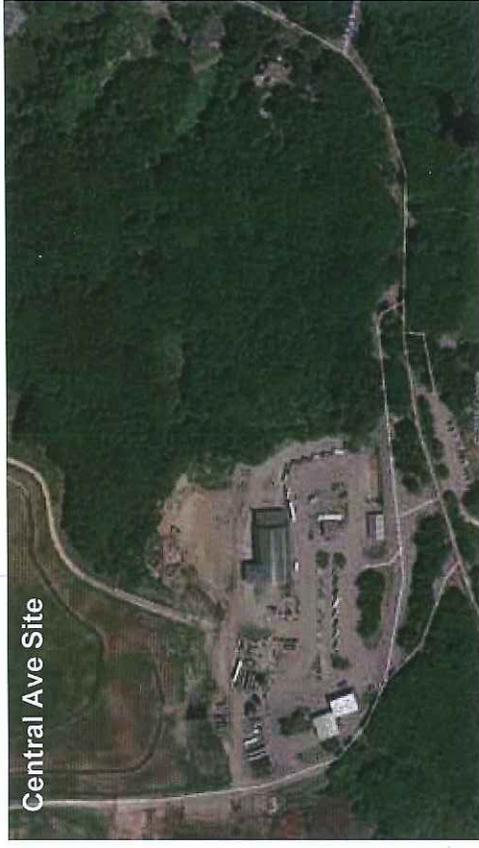
Town of Needham DPW Feasibility Study



Town of Needham Public Works Facility

Recommendations for RTS|

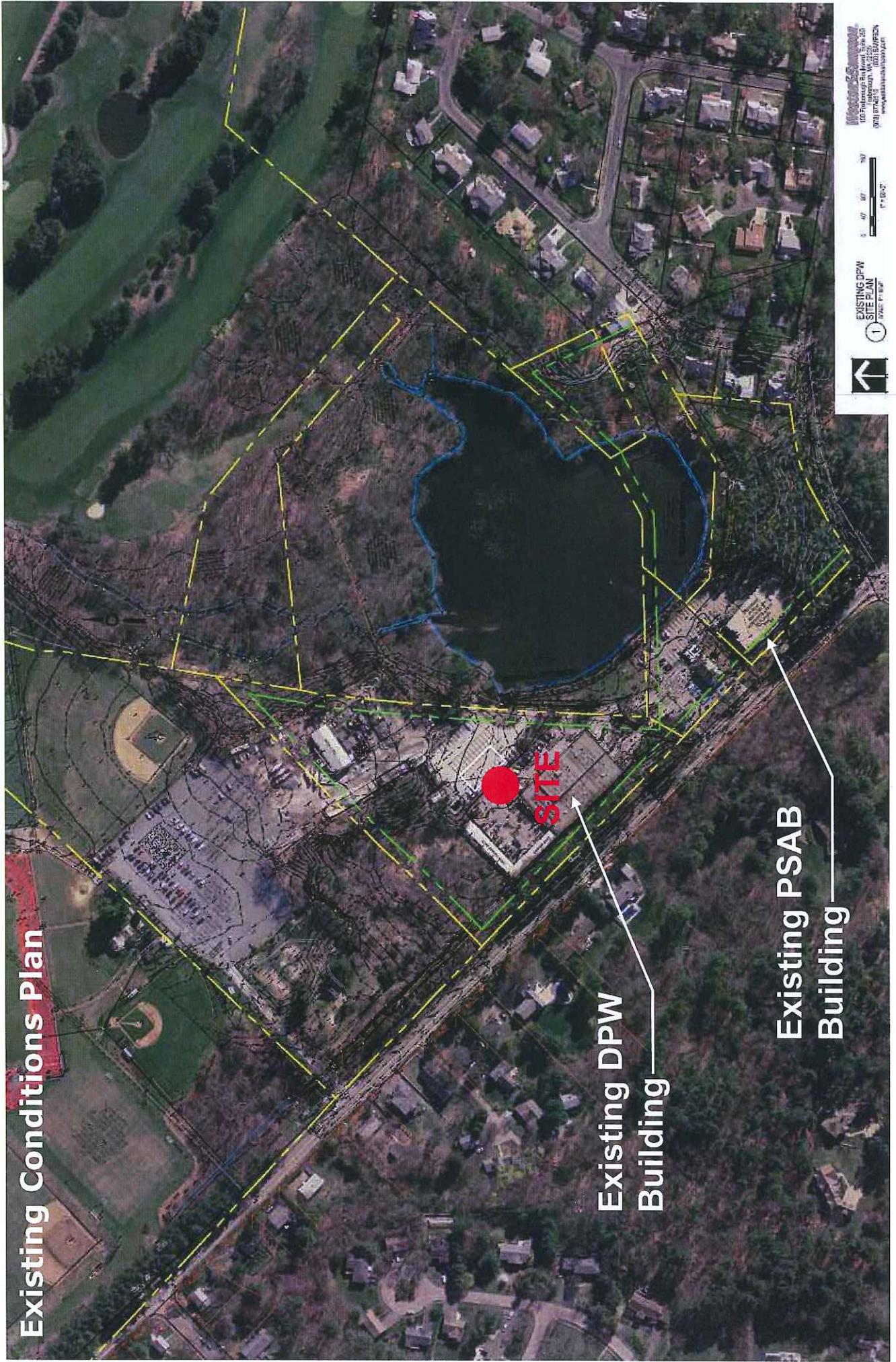
- Central Ave Site (RTS) – is not a viable site for a New DPW Facility due to:
 - Operational Impacts associated with extensive campus style layout requirements
 - Displacement of RTS operations with no room to relocate operations
 - Costs associated with site topography & ledge
 - Regulatory restrictions (wetlands) limiting developable area
 - Traffic impacts to DPW operations
- Use of undeveloped portion of RTS Central Ave site for DPW yard storage area is viable



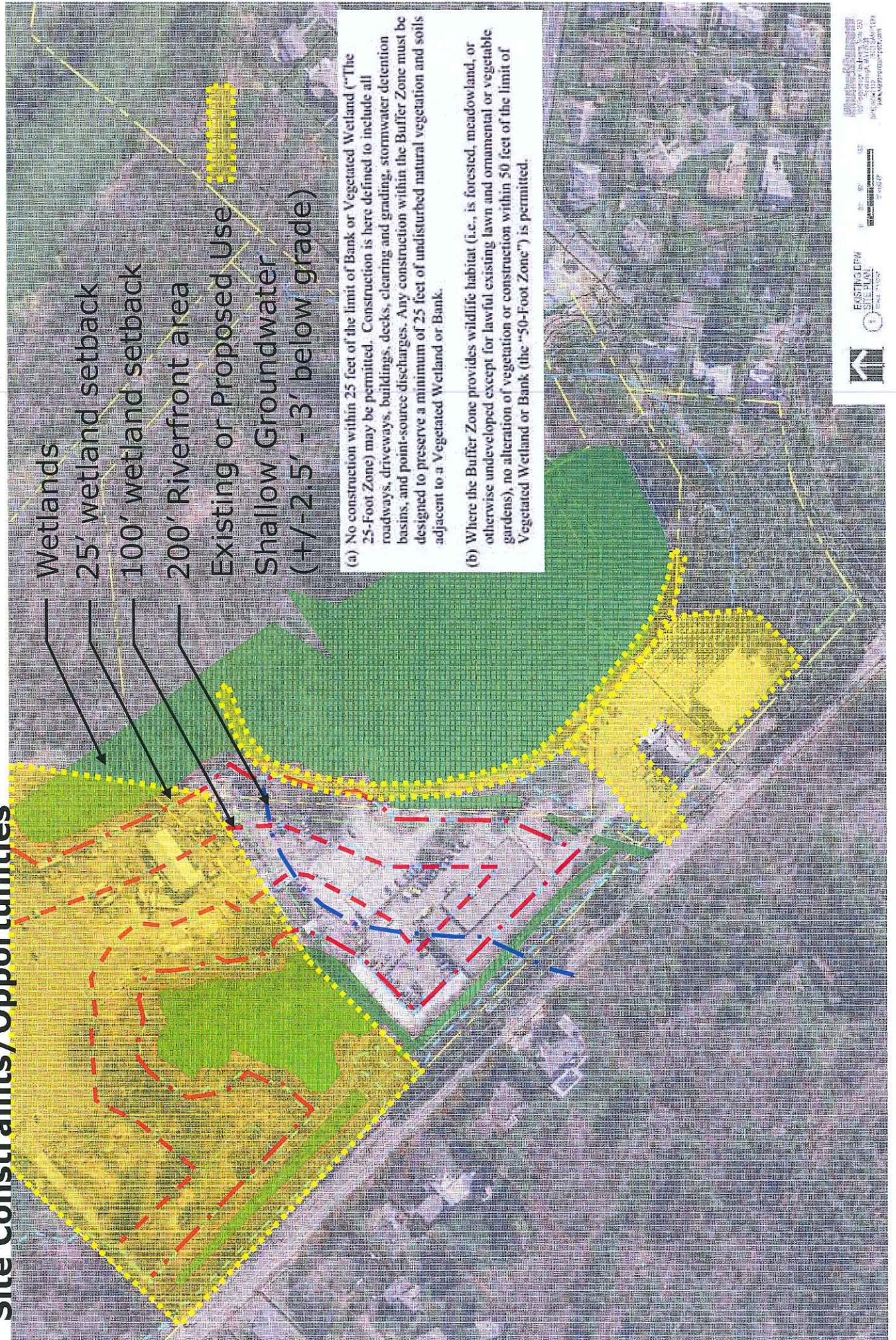
Town of Needham
DPW Feasibility Study
Dedham Avenue Site
(Existing DPW Site)

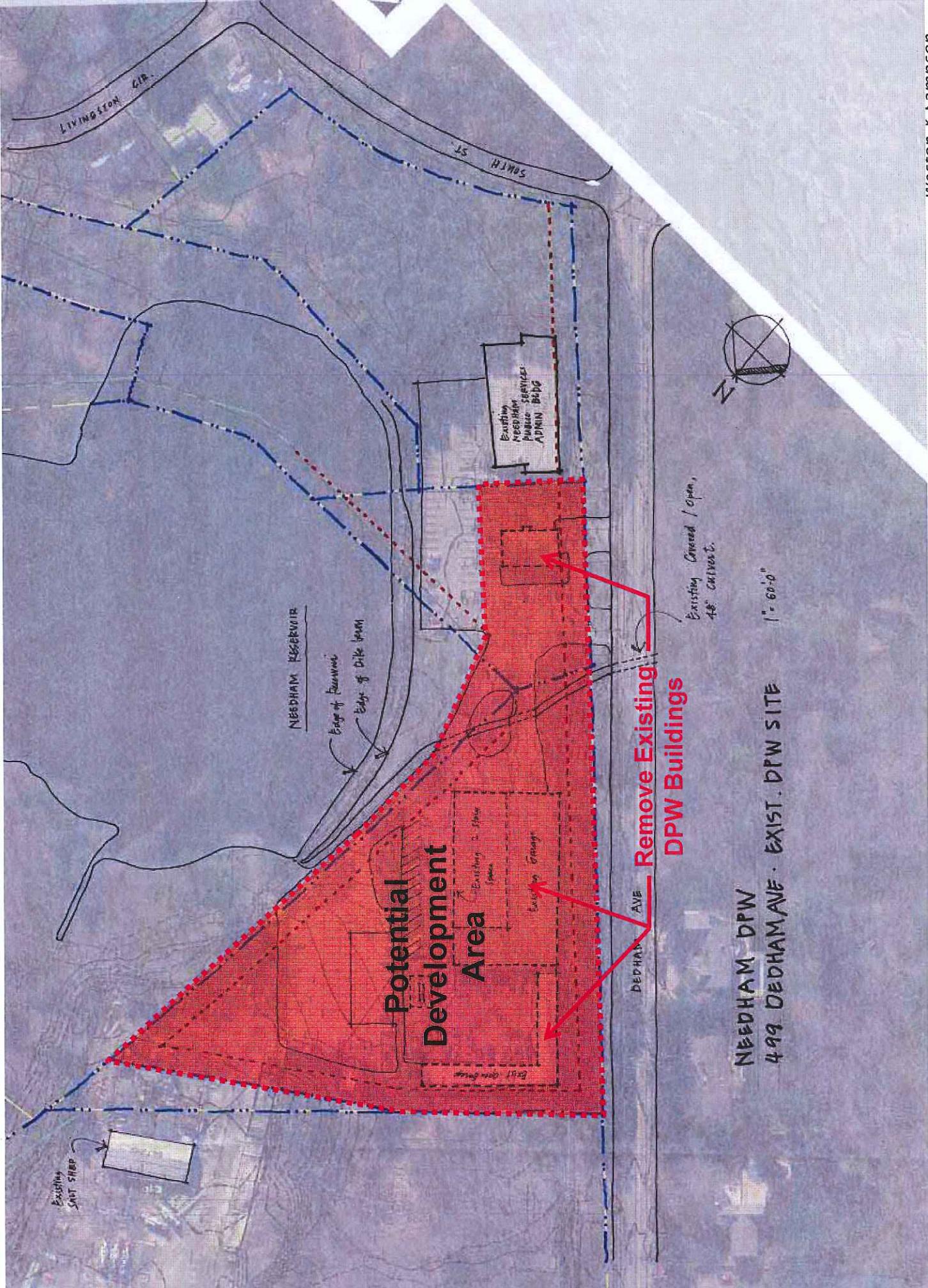


Town of Needham DPW Feasibility Study



Town of Needham DPW Feasibility Study Site Constraints/Opportunities





Potential
Development
Area

Existing
Needham
Services
Public
Admin
Bldg

NEEDHAM RESERVOIR
Edge of Reservoir
Edge of Dike Dam

Existing Concrete / Open,
48' Culvert

1" = 60'-0"

Remove Existing
DPW Buildings

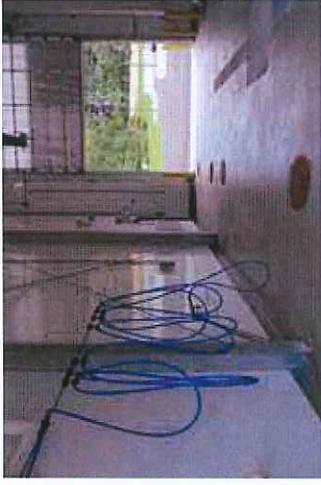
NEEDHAM DPW
499 DEDHAM AVE - EXIST. DPW SITE

Key Project Features

- New Consolidated Public Works Facility
- Continue use of PSAB for Administration / Engineering functions
- Separated DPW / Public Entrances
- New / Expanded Employee / Public Parking Area
- Temporary Fueling Facility (capable of being relocated)



Vehicle Wash



Vehicle Maintenance

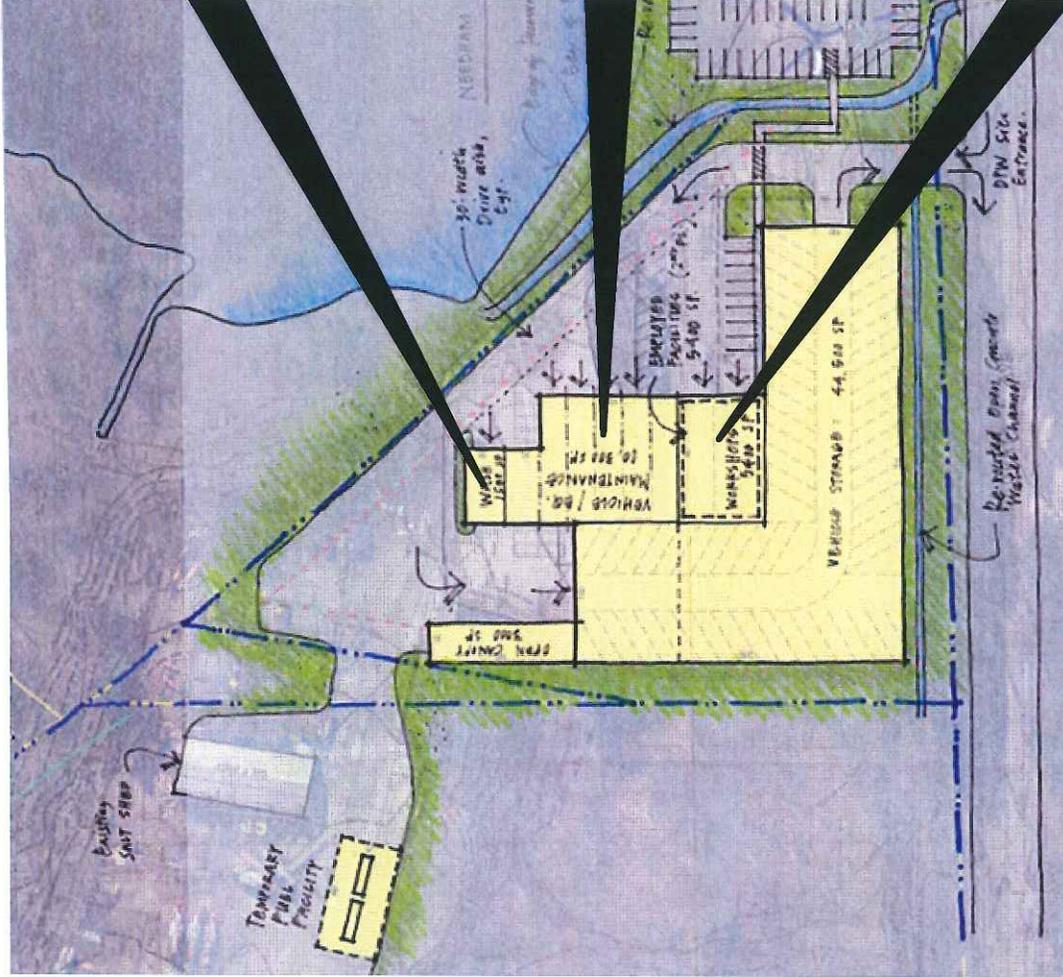


Trade Shops



VEHICLE STORAGE
7,000 SF

OPERATOR STORAGE
8,700 SF

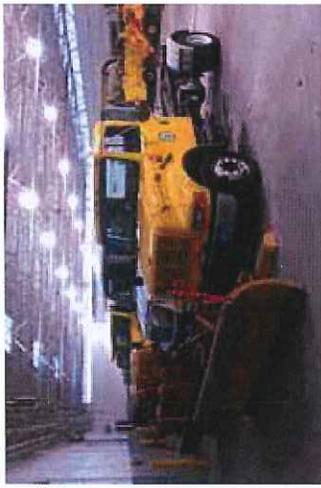


NEEDHAM DPW
499 DEDHAM AVE. EXIST. DPW SITE
OPTION 2 - REV 3: 'L' SCHEME
2ND FLOOR EMPLOYEE FACILITIES

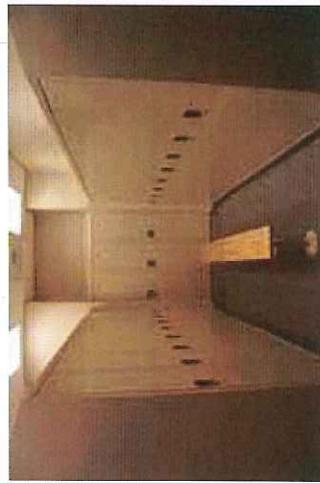
Storage Canopy



Vehicle / Equipment Storage

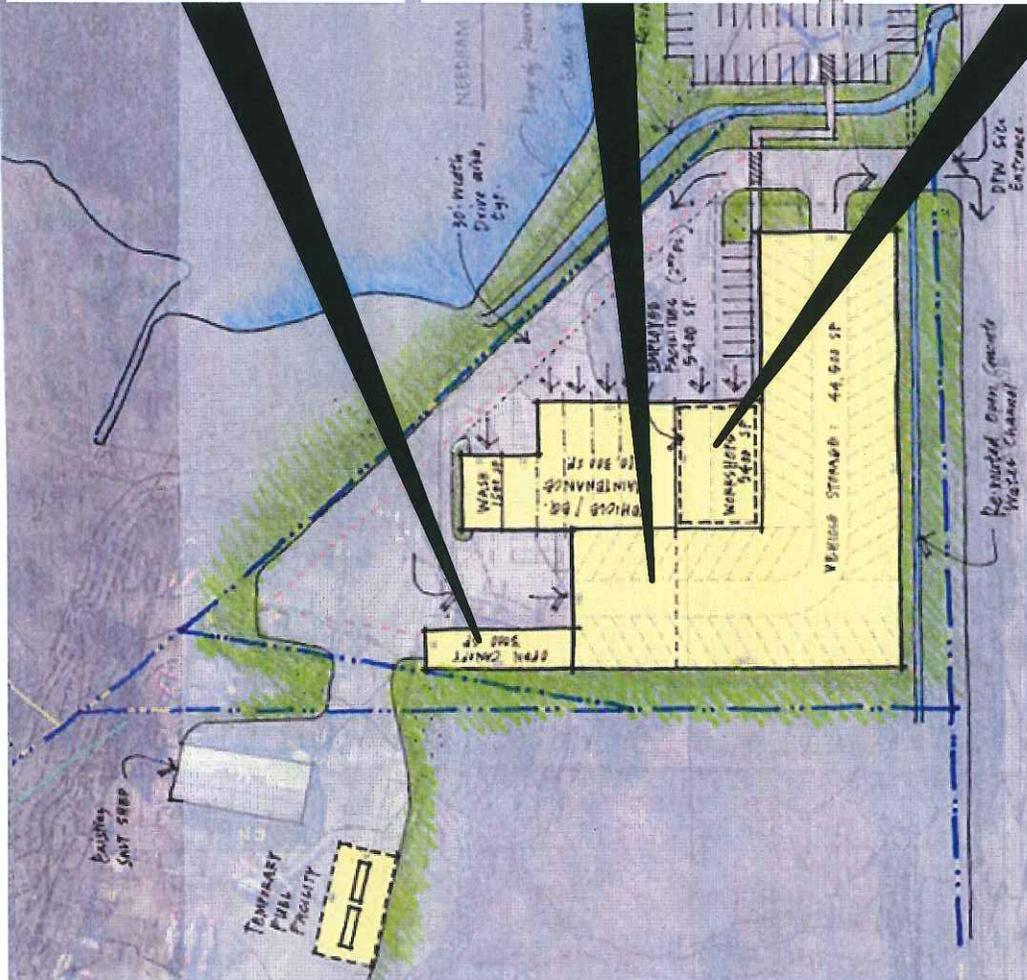


Employee Support Space (2nd floor)



VEHICLE STORAGE
7,000 SF

OPEN CANOPY STORAGE
8,700 SF



NEEDHAM DPW
 499 DEDHAM AVE. EXIST. DPW SITE
 OPTION 2 - REV 3 : 'L' SCHEME
 2ND FLOOR EMPLOYEE FACILITIES

Temporary Fueling Facility (capable of being relocated)



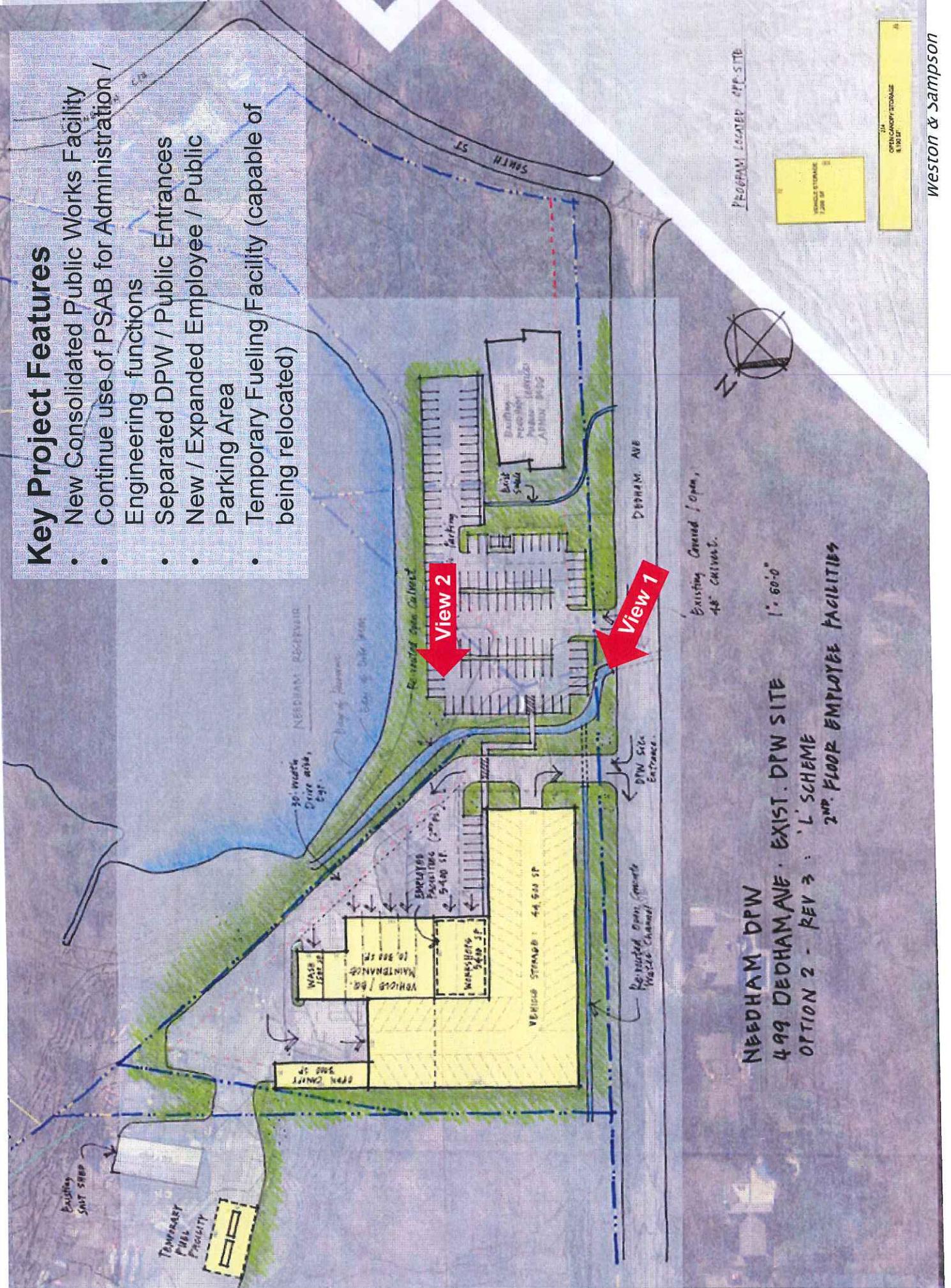
NEEDHAM DPW
 499 DEDHAM AVE · EXIST. DPW SITE
 OPTION 2 - REV 3 : 'L' SCHEME
 2ND FLOOR EMPLOYEE FACILITIES

VEHICLE STORAGE
 44,500 SF

2ND FLOOR EMPLOYEE STORAGE
 8,100 SF

Key Project Features

- New Consolidated Public Works Facility
- Continue use of PSAB for Administration / Engineering functions
- Separated DPW / Public Entrances
- New / Expanded Employee / Public Parking Area
- Temporary Fueling Facility (capable of being relocated)



NEEDHAM DPW
 499 DEDHAM AVE · EXIST. DPW SITE
 OPTION 2 - REV 3 : 'L' SCHEME
 2ND FLOOR EMPLOYEE FACILITIES

VEHICLE STORAGE
1,000 SF

NEW OPEN CANOPY STORAGE
8,100 SF

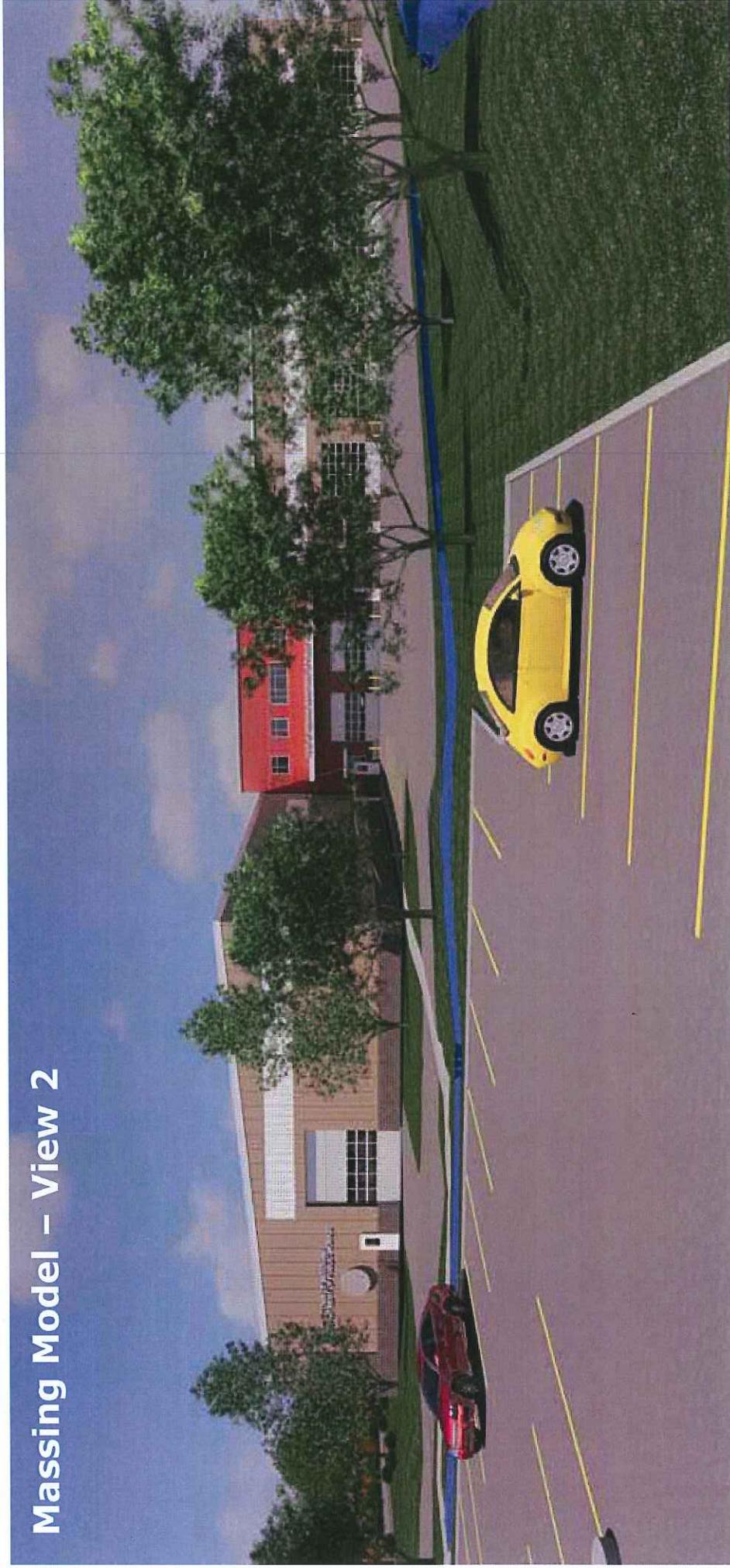
Town of Needham DPW Feasibility Study

Massing Model – View 1



Town of Needham DPW Feasibility Study

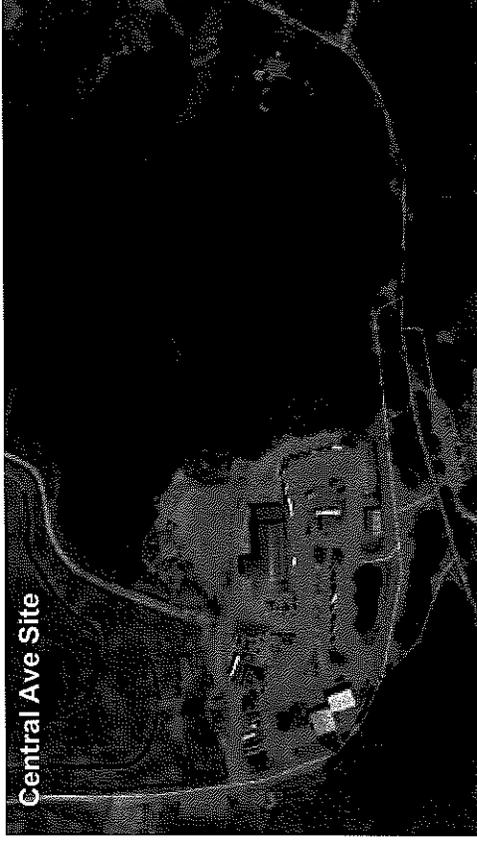
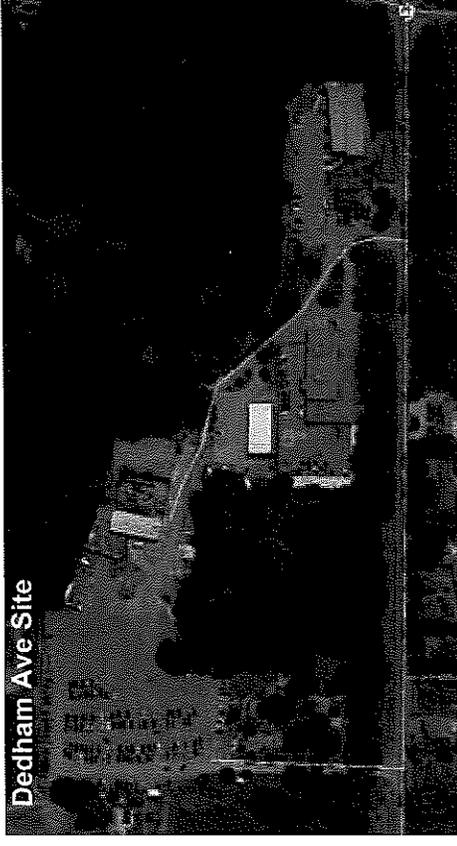
Massing Model – View 2



Town of Needham Public Works Facility

Conclusions

- Dedham Ave (Existing DPW Site) – viable for a New DPW Facility with off-site seasonal storage
- Renovation and expansion of existing Dedham Ave DPW Building is not viable due to regulatory restrictions (remove & replace)
- Central Ave Site (RTS) – is not a viable site for a New DPW Facility due to:
 - Operational Impacts associated with extensive campus style layout requirements
 - Displacement of RTS operations with no room to relocate operations
 - Costs associated with site topography & ledge
 - Regulatory restrictions (wetlands) limiting developable area
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Town of Needham
Public Works Facility

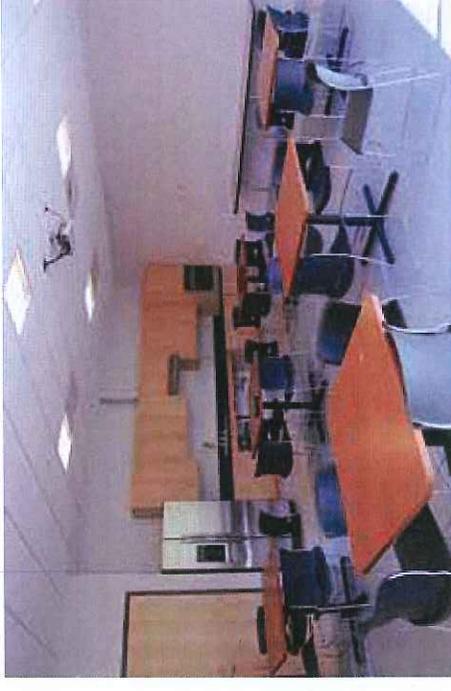
Benefits of an Improved / Code Compliant Facility?

Town of Needham Public Works Facility

What are the benefits |

What will an improved / code compliant facility do for the DPW & community.....

- Code compliant and safe work environment for Town employees
- Protect the Town's multi-million dollar investment in vehicles and equipment
- More efficient work space and response times
- Creates a consolidated public works operations improving overall efficiencies for the department
- Eliminates the need to invest money (band-aids) in the existing substandard facility



Town of Needham
Public Works Facility

Questions?



**Board of Selectmen
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 09/20/2016

Agenda Item	Representative Update
Presenter(s)	Representative Denise Garlick

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
	Representative Garlick will update the Board about the upcoming Legislative year and her work as the Chair of the Joint Committee on Elder Affairs.		
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
3.	BACK UP INFORMATION ATTACHED	YES	NO
	(Describe backup below)		



**Board of Selectmen
TOWN OF NEEDHAM
AGENDA FACT SHEET**

MEETING DATE: 09/20/2016

Agenda Item	Committee Reports
Presenter(s)	Board Discussion

1.	BRIEF DESCRIPTION OF TOPIC TO BE DISCUSSED		
	<i>Board members will report on the progress and / or activities of their Committee assignments.</i>		
2.	VOTE REQUIRED BY BOARD OF SELECTMEN	YES	NO
3.	BACK UP INFORMATION ATTACHED	YES	NO
	(Describe backup below)		
	None		

Town of Needham
Water Sewer Billing System
Adjustment Form

DEPARTMENT OF PUBLIC WORKS

TO: TOWN TREASURER AND COLLECTOR
cc: TOWN ACCOUNTANT, WATER AND SEWER SUPERINTENDENT

WHEREAS the appropriate divisions of the Department of Public Works have submitted to you the following commitment(s) on the dates listed below for the collection of water, sewer revenue and

WHEREAS certain inadvertent error(s) were made in said commitment(s), it is hereby requested that you abate these particular account(s) in the amount(s) stated below.

Water Sales:	\$0.00
Water Irrigation:	-\$730.40
Water Admin Fees	\$0.00
Sewer Sales:	\$0.00
Transfer Station Charges:	\$0.00
Total Abatement:	-\$730.40

Order #: 1223

Read and Approved:

 9/15/2016

Assistant Director of Public Works

 9/15/16

Director of Public Works

For the Board of Selectmen

Date: 9/20/16

**Town of Needham
Water Sewer Billing System
Adjustment Form**

Prepared By:	Last Name	First Name	Customer ID#	Location ID#	Street Number	Street Name	Irrigation Water	Domestic Water	Sewer	Total	Reason	Corrected Last Read Y/N
DB	Sipp	Thomas	32957	24880	41	Woodworth Road	-\$534.20	\$0.00	\$0.00	-\$534.20	ACC	N
DB	Sullivan	John F. DR	4753	17656	10	Wildwood Drive	-\$196.20	\$0.00	\$0.00	-\$196.20	ACC	N

Total: - \$730.40

ALSO LET THIS SERVE AS AUTHORIZATION TO ABATE ANY PENALTY OR INTEREST WHICH HAS ACCRUED DUE TO THE NON-PAYMENT OF AMOUNTS AS STATED ABOVE.

Legend:

- O.I. = O.I. reading slower than inside meter causing large bill when inside meter is read.
- TWN = Town Project caused damage to private property
- EC = Extenuating Circumstances
- Equip = Equipment Malfunction
- UEW = Unexplained water loss
- ACC = Accidental Water Loss
- BP = Billing Period beyond 100 days
- COA = Council on Aging

**Town of Needham
Board of Selectmen
Minutes for September 6, 2016
Selectmen's Chamber
Needham Town Hall**

7:00 p.m. Informal Meeting with Citizens: No activity.

7:15 p.m. Call to Order:
A meeting of the Board of Selectmen was convened by Chairman Matthew D. Borrelli. Those present were Maurice P. Handel, John A. Bulian, Town Manager Kate Fitzpatrick, and Recording Secretary Mary Hunt. Marianne B. Cooley and Daniel P. Matthews arrived at 7:20 p.m.

7:15 p.m. Recognition of Freia David:
Mr. Borrelli read a Certificate of Appreciation recognizing Freia David on 32 years of cheerful and outstanding customer service to the residents of and visitors to the Needham McDonald's restaurant.

State Representative Denise Garlick told Ms. David she is a role model and hero for the community.

7:20 p.m. Appointments and Consent Agenda:
Motion by Mr. Bulian that the Board of Selectmen vote to approve the Appointments and Consent Agenda as presented.

APPOINTMENTS:

1. **Technology Advisory Board** Kerry Hurwitch (term expires 6/30/2019)

CONSENT AGENDA

1. **Accept the following donations made to the Needham Community Revitalization Trust fund: \$1000 from the New Years Needham Committee for the 2016 Banner cycle and \$1500 from Needham Public Library.**
2. **Water & Sewer Abatement Order #1222**
3. **Approve and sign letters to private trash haulers working inside of Needham regarding placement of items on streets and sidewalks.**
4. **Approve a Special One Day Wines & Malt Beverages license for Mark McDonough of the Needham Exchange Club to hold its Oktoberfest event on Saturday, October 22, 2016 from 7:00 p.m. to 10:45 p.m. The event will be held in Powers Hall at Needham Town Hall, 1471 Highland Avenue, Needham.**
5. **Grant permission for the following residents to hold block parties:**

Name	Address	Party Location	Party Date	Party Rain Date	Party Time
Ratify-Eileen Smith	21 LaSalle Road	LaSalle Road	9/4/16	9/5/16	4pm-11pm
Stephanie Arendell	41 Kimball Street	Grant St between	9/10/16	9/11/16	4pm-7pm

		Kimball & School			
Liz Lawlor	76 Howland Street	Pleasant St. between Kimball & Howland	9/10/16	9/11/16	4pm-7pm
Judith Gragg	115 Dawson Drive	Cul-de-sac on Dawson Drive	9/11/16	9/18/16	4pm-7pm
Julie Middleton	74 Henderson St.	Miller Street	9/17/16	N/A	3pm-10pm
Claudette Shea	107 Grosvenor Rd	Grosvenor Rd	9/17/16	9/24/16	4pm-8pm
Kim Stone	45 Greendale Ave	Park St between Greendale & Webster	9/17/16	N/A	4pm-8pm
Beth Champagne	37 Ware Road	Ware Road	9/17/16	N/A	2pm-9pm
Sue Pouliot	54 Eaton Road	54 Eaton Rd	9/24/16	9/25/16	4pm-8pm
Rhonda Silva	7 Berkshire Road	34 Berkshire Road	9/24/16	N/A	3pm-5pm
Mia Rizzo	64 Pinewood Road	Pinewood Road	9/24/16	10/1/16	3pm-9pm
Dale McCarthy	72 Stevens Road	Stevens Road	9/25/16	10/2/16	4pm-6:30pm
Holly Charbonnier	94 Sachem Road	Davonport Rd	10/1/16	N/A	2pm-6pm
Marianne McGowen	185 Maple Street	Maple St., south of Oak St.	9/17/16	N/A	4pm-9pm
Kara Collin	57 Broad Meadow Road	Broad Meadow Road	9/17/16	N/A	2pm-9pm
Kate Deeley	61 Kenney Street	Lois Lane/Barbara Road	9/17/16	9/18/16	3pm-11pm
Lauren Baum	73 Stewart Road	Stewart Road	9/17/16	N/A	5pm-11pm
Jennifer Adler	85 Mayflower Road	Mayflower Road	9/10/16	9/11/16	4pm-8pm

Second: Mr. Handel. Unanimously approved 5-0.

7:20 p.m. Public Hearings - Eversource Energy:
Maureen Carroll, Eversource Representative appeared before the Board with 3 items to discuss:

1. Central Avenue
Ms. Carroll requested permission to install 14 feet of conduit in Central Avenue. She said this work is necessary to provide underground electric service to a new residential development off Central Avenue, Needham.

Mr. Borrelli invited public comment. No comments were made.

Ms. Fitzpatrick indicated all paperwork is in order.

Motion by Mr. Bulian that the Board of Selectmen approve and sign a petition from Eversource Energy to install 14 feet of conduit in Central Avenue. This

work is necessary to provide underground electric service to a new residential development off Central Avenue, Needham.

Second: Mr. Handel. Unanimously approved 5-0.

2. 1689 Central Avenue

Ms. Carroll requested permission to install about 8 feet of conduit in Central Avenue. She said this work is necessary to provide underground electric service to 1689 Central Avenue, Needham.

Ms. Fitzpatrick indicated all paperwork is in order.

Mr. Borrelli invited public comment. No comments were made.

Motion by Mr. Bulian that the Board of Selectmen approve and sign a petition from Eversource Energy to install about 8 feet of conduit in Central Avenue. This work is necessary to provide underground electric service to 1689 Central Avenue, Needham.

Second: Mr. Handel. Unanimously approved 5-0.

3. Greendale Avenue

Ms. Carroll requested permission to install about 124 feet of conduit in Greendale Avenue. She said this work is necessary to provide underground electric service to a new residential development off Greendale Avenue, Needham.

Ms. Fitzpatrick indicated all paperwork is in order.

Mr. Borrelli commented 124 feet is quite lengthy, and asked how long the project will take to complete, noting Greendale Avenue is a busy road.

Ms. Carroll explained the plan and said once approved a street opening permit will be sought.

Mr. Borrelli invited public comment. No comments were made.

Motion by Mr. Bulian that the Board of Selectmen approve and sign a petition from Eversource Energy to install about 124 feet of conduit in Greendale Avenue. This work is necessary to provide underground electric service to a new residential development off Greendale Avenue, Needham.

Second: Mr. Handel. Unanimously approved 5-0.

Mr. Bulian clarified the location and asked whether there were any issues regarding streets, street opening permits, or running the conduit. Ms. Carroll said the petition is for a new development off Greendale Avenue. She said once the street opening permit is granted work hours will be determined by the Town, along with police detail.

7:26 p.m. Eversource West Roxbury to Needham Reliability Project:

Eversource Energy representatives Jack Lopes, Community Relations and Domenic Nicotera, Project Manager, and Mike Howard, Epsilon Associates (Eversource Consultant) appeared before the Board with an update on the progress of the right of way reliability project.

A powerpoint presentation was viewed.

Dominic Nicotera said the project update follows a meeting Eversource Energy had with the Park and Recreation Commission on August 22, 2016. He noted meeting with the Board of Selectmen on March 8, 2016, and briefly reiterated the project is primarily driven by the ISO-NE requirement to strengthen the grid across the region. He said the Needham project stretches into the City of Boston and affects the overhead transmission line running along the MBTA commuter rail easement. The project, he said, is to separate the two circuits that currently exist on one set of structures or poles onto two sets of structures or poles. He noted the overhead portion of the project begins at the Boston substation, travelling up to the Chestnut Street substation at the Greendale Avenue area, where it will then go underground through the streets of Needham.

Mr. Howard commented on maps showing the "Preferred UG Route (2.6 miles)," "Noticed Alternative UG Route (3.0 miles)," and "Potential Variations to Preferred Route." He commented on the transition point from overhead line construction to underground line construction at Valley Road. He explained the preferred plan of getting the transmission line over the MBTA railroad tracks to properly line up with the angle to go underground across the "Gravel Pit" parcel. He explained a second possible route, which is not preferred due to greater construction challenges and wetlands. He explained a third possible route, commenting it is not preferred as there is a challenging railroad bridge, wetlands, and sewers. Mr. Howard showed a slide reviewed and approved by the Parks and Recreation Department showing Geotechnical Data Collection on the Gravel Pit parcel. He showed a graph depicting a 30 ft. wide easement that will contain the underground transmission line across the Gravel Pit parcel, which he said is the subject of a warrant article before Town Meeting in October 2016. Photos of the Gravel Pit were shown. Mr. Howard discussed permitting and pointed out the EFSB Public Statement Hearing on September 27, 2016 will be held in Powers Hall. He outlined the next steps, schedule, and community outreach for the project.

Mr. Borrelli said the project is major and will greatly affect Needham for 18 months. He said the Town needs to hear from residents at the public hearing. He asked for Board comment.

Mr. Handel asked if both lines will be live, and whether residents near the underground portion of the project will be affected by electrical noise or magnetic implications? Mr. Nicotera said both lines will be live. Mr. Lopes said electromagnetic studies have been done as part of the project, which he said is public information. He said residents will have the opportunity to ask questions of

the consultants at the public hearing. Mr. Howard said there is slight hesitation to comment because the topic is complicated, and one on which the gradient engineers will focus. He said the engineers will be at the public hearing on September 27, 2016 to answer questions, but he said the short answer from a lay persons' expertise is "there should be no adverse effect from the work." Mr. Handel commented on the trouble the Town has had on maintaining clearance on the overhead lines, and asked if both portions of the project should be underground? Mr. Nicotera said the intent of the project, as put forth by ISO-NE, is to have two diverse circuit paths geographically. Mr. Handel commented there is an alternative route that is not the preferred route, and there could be a second alternative to the overhead route at some point in time, which would eliminate the tree clearing. Mr. Lopes said Eversource Energy is currently following the directive from ISO-NE, which is to separate the two lines within a budget. He said anything beyond the directive would have to be approved by ISO-NE. Mr. Handel said it would be good to have people thinking along those lines, given the Towns' experience. Mr. Lopes said the idea could be brought up to management.

Mr. Bulian said since the meeting at Broadmeadow School, the neighbor on Valley Road whose house was to be effected has been satisfied. He said he feels cautiously trepidatious towards the project and wonders how the neighborhoods will be affected. He said he is looking forward to the public hearing on September 27, 2016.

Mr. Borrelli echoed Mr. Bulian's concerns. He asked for a brief explanation of the street logistics. Mr. Nicotera discussed digging trenches, alignment, planning for the work well in advance prior to approaching a school, hours of operation, and cleanliness. Mr. Lopes said work near a school is usually scheduled for July and August when school is out. Mr. Borrelli asked when will the route be determined? Mr. Nicotera said typically the EFSB has historically shown to go with the preferred route presented. He explained three necessary criteria must be met including best cost, least environmental impact, and meeting the need as proposed by ISO-NE for the project. Mr. Borrelli asked if paving will be shoulder to shoulder? Mr. Lopes said it depends, but details would be worked out in the Community Host Agreement. Mr. Howard clarified the siting board will ultimately determine the route and that the Town's opinion is very important in making a decision. Mr. Borrelli said he appreciates the communication thus far from Eversource Energy.

Ms. Fitzpatrick noted the Board of Selectmen has been adamant that neither route be what Eversource Energy could do by right, ie. running another set of poles down the existing right-of-way. She clarified that it is not an option under consideration.

The Board thanked the Mr. Lopes, Mr. Nicotera, and Mr. Howard for the presentation.

7:55 p.m. Change of Manager - New Garden Restaurant:

King Pui (Raymond) So, Proposed Manager appeared before the Board to discuss an application for a change in manager at New Garden, Inc., d/b/a New Garden Restaurant, 40 Chestnut Place, Needham.

Mr. Matthews reminded Mr. So of the rules of the Town and that they must be followed. Mr. So acknowledged the rules will be followed.

Motion by Mr. Matthews that the Board of Selectmen approve and sign an application for a Change in Manager to King Pui So for New Garden Restaurant, 40 Chestnut Place, Needham and to forward this application to the ABCC for approval.

Second: Mr. Handel. Unanimously approved 5-0.

7:58 p.m.

Barriers to Healthy Aging Study:

Timothy Muir McDonald, Director of Public Health, Jamie Brenner Gutner, Executive Director, Council on Aging, and Lynn Schoeff, Public Health Coordinator appeared before the Board with an update on the recently completed Healthy Aging Study, which was an assessment of two domains of livability: community conditions and barriers to senior-friendly housing and transit in Needham.

Mr. McDonald explained data for the study was collected from interviews and focus group discussions conducted by Lynn Schoeff, the primary author of the report. He said a detailed quantitative survey was completed by 650 Needham residents. He said the report is not surprising in its context, but some details should be cause for concern for the Town. He commented seniors recognize Needham as a nice place to live, but there is a gap between how much they want to stay in Town versus how likely they think they can stay in Needham because of costs, accessibility, and transportation.

Lynn Schoeff explained the process of gathering information, which focused on transportation, housing, and pedestrian safety. She said the focus groups were fascinating in that people were engaged and positive about Needham, but concerned about their ability to remain in Needham. She also commented on whether or not existing homes are age friendly and the number of people who assumed their home was age friendly, which she said concerns her. She said she was surprised by people overestimating the future ability to deal with certain kinds of barriers.

Jamie Gutner said affordability means different things to different people.

Mr. Bulian commented there are a multitude of programs and resources available to seniors experiencing hardship. He asked how the Town can make seniors aware of the programs that exists? He asked whether the Council on Aging could have a list of contractors available to assess homes for the purpose of retrofitting to provide people the ability to stay in their homes longer?

Ms. Gutner said it is a lengthy discussion, and that there are resources available. She said oftentimes people don't want hear until they are ready to hear it.

Mr. Bulian suggested reaching out to family members, as many seniors are not connected to the internet.

Mr. McDonald suggested the possibility of accessory dwelling units.

Mr. Borrelli said there are limited options for housing in Needham. He said he supports accessory units on a limited use, overlay zones, and a long term strategy for mixing housing and transportation. He commented something must be done about the housing stock.

Mr. Handel concurred Needham suffers from a lack of housing alternatives.

Mr. McDonald commented on senior isolation and depression, coupled with the loss of a spouse, transition to retirement, and the prospect of moving out of the community, which are real serious issues from a public health perspective.

Mr. Matthews said aging happens in stages, noting when people can no longer drive there are transportation issues. He commented half the housing stock in Needham is 1/4 acre lots with a car parked in front, but that does no good if one is not able to drive. He noted data shows dissatisfaction with "The Ride." He said he was surprised to see dissatisfaction with the cab vendor in Needham, commenting it needs to be addressed. He said the COA could have a role in ride/share opportunities, as transportation access is a big part of the issue. Mr. Matthews noted the new development coming to Needham, which will have accessibility features and access to public transportation. Mr. Matthews pointed out Needham is a market driven economy that has worked pretty well for people who are in roughly the top 20% of national economics. He noted the Town does provide public housing, handling its share of 40B housing to make sure the community welcomes people at both ends of the economic scale, as best we can. He noted the group of people in the middle is feeling the squeeze and the Town is not in a position to subsidize certain things at great cost. He said there are lots of things the Town can do to make sure Needham is welcoming, where people are treated fairly.

Ms. Cooley said one of the biggest challenges is "watching when someone is fine, until they are not fine." She said a lot of needs happen very quickly when someone is not fine.

Mr. Bulian said he is not a proponent of accessory apartments, but would like to see more information from other communities. He noted the large scale apartment complexes being built, in addition to construction at Wingate and North Hill which add more cars. He commented that while the Add-a-Lane project is important, it is adding a lane for work started 20 years ago when really even more lanes are needed. He said there could be tens of thousands more people working and living

in the business districts in the future. Mr. Bulian said to be cautious and understand all of the implications of adding accessory apartments, and what they do to the services the Town provides.

Denise Garlick, State Representative commended the Council on Aging for their report. As Chair of the Joint Committee on Elder Affairs for the Massachusetts legislature, Ms. Garlick confirmed 4 points to the discussion: 1) people will age in the Metrowest region 2) there are many stages to aging 3) reaching out multigenerationally, and 4) the economics of affordability. She said it is important to find new and creative ways to meet the services. She said the civic and interfaith organizations in Needham must share information to begin developing a plan. Ms. Garlick offered the resources of the State and looks forward to working on the issue.

Mr. Borrelli thanked Mr. McDonald, Ms. Schoeff, and Ms. Gutner for the presentation.

8:25 p.m.

Budget Consultation - FY2018 - 2022 Pro Forma:

Kate Fitzpatrick, Town Manager and Dave Davison, Assistant Town Manager/Finance provided the Board with an overview of the five year, pro forma budget analysis for fiscal years 2018-2022. Mr. Davison presented the Selectmen with the "Town of Needham General Fund Revenue and Expenses FY2018-FY2022 Pro Forma" dated September 6, 2016. He said the Pro Forma is similar to other Pro Forma budgets, but has been expanded because of a number of projects under consideration by the Town which will have an impact in terms of costs. He said there are also extra demands, as noted by the Board and recognized by the community, that will need to be addressed. In particular, he noted the incorporation of public safety/medical services and full day kindergarten into the Pro Forma. He noted external activities that benefit residents including the Minuteman referendum vote taking place on September 20, 2016. Mr. Davison reviewed Revenues and Expenses, noting a budget gap of \$2.2 million in FY2018. He noted fluctuations in the budget gap in the future years due to the opening of facilities and stronger revenues from property taxes. Mr. Davison commented on minimal growth in State aid, including Chapter 70. He said the approach to State aid continues to be cautious because the State is already announcing a sizable gap between revenues and expenditures in FY2018. Mr. Davison noted the legislature and the Governor have worked to try and not reduce major aid, but also cannot give as much to towns. He said the theme at all levels of government is medical inflation which is driving much of the woes. Mr. Davison spoke about core recurring revenues growing by roughly 3.3%-4.3%, which he said is higher than usually estimated so far out due to the strong commercial real estate market. Mr. Davison said the overview is fairly positive, but cautions expenditures can jump up and revenues can drop down. He pointed out the cost of expenses as going up based upon the 5 year average change in the Consumer Price Index. He commented on the impact of energy, repair and maintenance of facilities, and technical services on expenses. He said changes in these categories can significantly impact various operating budgets.

Ms. Fitzpatrick commented the document represents an amazing amount of work and that the Town is moving toward multi-year budgeting. She said incorporating full day kindergarten, other administrative and Police and Fire needs highlight the great importance placed on the Debt Service Stabilization Fund in the next two years. She noted the recommendation and intention to put more recurring revenue into the fund. She said recurring revenue is being built up in order to make sure the incremental gap deficit in later years is lower.

Mr. Borrelli agreed putting more money in the Debt Services Stabilization Fund is a good idea, and that the Town must keep doing it.

Ms. Cooley suggested Town Meeting is an opportunity to educate members and have a conversation about the budget document.

Mr. Borrelli said the document is forward looking and manageable.

The Board thanked Mr. Davison for his work and the presentation.

9:10 p.m.

Town Manager:

Kate Fitzpatrick, Town Manager appeared before the Board with three items to discuss:

1. Policy for Use of Electronic Message Boards

Ms. Fitzpatrick recommended the adoption of a policy governing the use of electronic message boards. She said the policy would apply to fixed location boards such as the one at the RTS, and not to mobile electronic boards, the use of which is governed under Policy BOS-DPW-007. Ms. Fitzpatrick said comments from the public have been received concerning the timing, color, and use of animation that may require additional discussion.

Mr. Borrelli agreed further discussion of comments from residents is necessary. He suggested voting the policy at the next Board of Selectmen meeting.

2. October 2016 Special Town Meeting Positions on Warrant Articles

The Board took positions on articles contained in the October 5, 2016 Special Town Meeting.

Article 1 - defer.

Motion by Mr. Handel that the Board vote to support Article 2 - Appropriate for Hillside School Construction in the October 5, 2016 Special Town Meeting Warrant.

Second: Ms. Cooley. Unanimously approved 5-0.

Motion by Mr. Handel that the Board vote to support Article 3 - Appropriate for Hillside School Outside Play Areas in the October 5, 2016 Special Town Meeting Warrant.

Second: Mr. Bulian Unanimously approved 5-0.

Article 4 - defer.

Article 5 - defer.

Article 6 - defer.

Motion by Mr. Handel that the Board vote to support Article 7 - Amend the FY2017 RTS Enterprise Fund Budget in the October 5, 2016 Special Town Meeting Warrant.

Second: Mr. Bulian. Unanimously approved 5-0.

Motion by Mr. Handel that the Board vote to support Article 8 - Appropriate for NPDES MS4 Permit in the October 5, 2016 Special Town Meeting Warrant.

Second: Mr. Bulian. Unanimously approved 5-0.

Motion by Mr. Handel that the Board vote to support Article 9 - Appropriate for Eliot School Traffic Safety Improvements in the October 5, 2016 Special Town Meeting Warrant.

Second: Mr. Bulian. Unanimously approved 5-0.

Motion by Mr. Bulian that the Board vote to support Article 10 - Acceptance of Easement - 1001-1015 Central Avenue in the October 5, 2016 Special Town Meeting Warrant.

Second: Mr. Handel. Unanimously approved 5-0.

Motion by Mr. Handel that the Board vote to support Article 11 - Grant of Easement - Greendale Avenue in the October 5, 2016 Special Town Meeting Warrant.

Second: Mr. Bulian. Unanimously approved 5-0.

Motion by Mr. Bulian that the Board vote to support Article 12 - Amend General By-law - Notification in the October 5, 2016 Special Town Meeting Warrant.

Second: Ms. Cooley. Unanimously approved 5-0.

Motion by Mr. Matthews that the Board vote to recommend that Article 13 - Citizen's Petition - Amend Zoning By-law in the October 5, 2016 Special Town Meeting Warrant be referred back to the Planning Board and absent referral that the Board recommend that the article not be adopted.

Second: Mr. Handel. Unanimously approved 5-0.

3. Accept Conservation Restriction - 41 Woodworth Road (Lot 50)
Motion by Mr. Handel that the Board accept and sign the Conservation Easement to the Town of Needham from Thomas G. and Sharon M. Sipp for the land referenced in the document.
Second: Mr. Bulian. Unanimously approved 5-0.

9:30 p.m. Board Discussion:

1. Minuteman School Referendum

Mr. Matthews explained the district-wide referendum on the bonding for the renovation of Minuteman High School will be held on September 20, 2016. He noted that under the Town Meeting rules for the process in the region, unanimous approval was required but 1 of 16 Town Meetings rejected the proposal, therefore leading to the ballot referendum. He said all voting for Needham will be held at the Center at the Height, 300 Hillside Avenue, Needham from 12 noon - 8 p.m. Mr. Matthews encouraged all residents to vote. He commented absentee ballots are now available at the Town Clerk's office for people unable to get to the polls on September 20.

Motion by Mr. Matthews that the Board vote to support the referendum on the bonding for a new Minuteman High School.
Second: Ms. Cooley. Unanimously approved 5-0.

Mr. Borrelli thanked Mr. Matthews and Ms. Cooley for their work on the Minuteman High School renovation project.

2. Noise By-Law

The Board discussed the possibility of amending hours of the existing Noise By-law by changing Sunday hours to 9 a.m. to 8 p.m. from 7 a.m. to 8 p.m.

Mr. Handel said construction noise is periodic and temporary, while gardening/landscaping noise is more frequent. He said each type of noise is distinctive and should be considered differently.

Mr. Borrelli pointed out Section 3.8 Noise Regulation under consideration is for construction activity conducted under a building permit.

Mr. Bulian said making a slight change in the hours provides relief for residents on Sunday mornings.

Ms. Cooley supports the change saying it is not unreasonable. She questioned the \$50 fine, suggesting a fine escalation for multiple violations at the same site. Mr. Bulian concurred.

Mr. Matthews agreed with having more quiet on Sunday mornings, and that the change is not to unduly burden people. He said he would want to know if people

are continually paying fines at the same site. Mr. Matthews said it is reasonable to make the change.

Mr. Borrelli said he supports changing the hours, but suggested neighbors should also talk to each other. Mr. Borrelli said the next step is to gather information and to hold a public hearing.

3. Trash Haulers

Ms. Cooley stated notices will be sent to trash haulers reminding haulers and residents to be more respectful of where trash bins are placed. She said bins should not be placed on sidewalks or in the street, as it can be hazardous.

Mr. Matthews clarified if residents have a private hauler picking up trash, barrels may be placed in the driveway as long as they are not a hazard, but before the sidewalk. He said bins may not be placed in the public right-of-way, before or after pickup of trash.

9:40 p.m.

Adjourn:

Motion by Mr. Handel that the Board of Selectmen vote to adjourn the Board of Selectmen meeting of September 6, 2016.

Second: Mr. Bulian. Unanimously approved 5-0.

A list of all documents used at this Board of Selectmen meeting are available at:

<http://www.needhamma.gov/Archive.aspx?AMID=99&Type=&ADID=>